



RETURNING STUDENTS HOUSING SELECTIONS 2012-2013

Eligibility

To live in University housing, a student must be a full-time, day undergraduate student, maintaining a minimum of 12 credits per semester.

Complete the Intent to Participate in Housing Selection Form

All students planning to participate in the Housing Selection Process must:

- Log into the Housing Portal
- Complete all information and check the box that you intend to participate in the housing selection process
- Intent forms can be completed starting February 1st all intent forms must be completed by March 9th

Late Intent Forms

- Any form received after 11:59 pm on Friday March 9th will be considered a LATE and will not be eligible to participate in the regular Housing Selection process.
- Anyone who is considered LATE will not be eligible to be pulled into a regular housing selection group.
- Late intent forms will be able to select the remaining spaces on Friday, March 30th

Lottery Numbers

- Lottery numbers are time slots that give each individual student access to the portal to select a space, they are randomly generated. You should go online the time slot of the earliest time slot in your group.
- On Tuesday, March 13, 2012: Students will be notified of their assigned time slot through their UNIVERSITY E-MAIL ACCOUNT.
- Please verify the accuracy of the information sent in your time slot e-mail, especially your start term.

Housing Options (prices reflect 11-12 price listing, the 2012-2013 pricing will be set by the Board of Trustees by the end of April)

Seniors & Juniors can live in the following housing options:

Falls Center - \$7,600 (1 bedroom, 1 person), \$7,200 (all other style apartments)

Independence Plaza (Franklin) - \$7,138/Year

Townhouses - \$6,842/Year

Scholler Hall - \$4,862/Year

Sophomores can live in the following housing options:

Independence Plaza (Madison, Jefferson) - \$7,138/Year

Townhouses - \$6,842/Year

Scholler Hall - \$4,862/Year

Housing Groups

Students will select to live in groups based on the size of the apartment/room they would like to live in.

Once a group is selected the entire group will go to the Housing Selection day during the time slot for the lowest lottery number in the group.

Students may sign up for housing with students in other classes; however, only upper class students can pull a lower class student into the group.

- Seniors can pull in - Seniors, Juniors or Sophomores

- Juniors can pull in - Juniors or Sophomores

- Sophomores can pull - other Sophomores

(lower class students cannot pull in higher class students)

Students that do not deposit on time CANNOT sign up with a housing group during the housing selection lottery times.

Co-educational Townhouses or Apartments

Apartments and/or Townhouses may be selected as all-male, all-female or co-ed spaces. In Independence Plaza & Falls Center, double rooms must remain single-gender. Co-ed groups must completely fill any apartment/house that they wish to select for the entire academic year. If there is a subsequent cancellation, you may be offered the chance to secure a replacement, but Housing reserves the right to assign another applicant to the space of the same gender, or to reassign the remaining residents to same-sex accommodations. Housing reserves the right to designate some areas as single-gender during the room selection process in order to preserve the balance of genders in a building or for other programmatic reasons.

Housing Selection by Proxy

All students should be able to select a space online. If a student is concerned about a not being available during their time slot they should contact Laurie Yuhnke, Director of Housing & Judicial Affairs to make special arrangements.

Meal Plan Options

Meal plans are optional for all apartments and townhouses.

All residents selecting Scholler Hall are required to select either a 14 meal plan or 19 meal plan.

Meal plan pricing is listed below (prices based on the 11-12 year):

5 Standard Meal Plan = \$1,858/Year;	5 Meal Premium Plan = \$1,879/Year
10 Standard Meal Plan = \$3,484/Year;	10 Meal Premium Plan = \$3,570/Year
14 Standard Meal Plan = \$4,726/Year;	14 Meal Premium Plan = \$4,854/Year
19 Standard Meal Plan = \$4,972/Year;	19 Meal Premium Plan = \$5,142/Year

Housing Application & Agreement Terms

Once a space has been selected by a resident and assigned, the Housing Application and Agreement becomes a binding, legal agreement for the full 2012 - 2013 academic year. The only exceptions to this policy are students that graduate early, study abroad or leave for an internship position.

Study Abroad/Internship Students

Students studying abroad during the Spring 2012 semester must follow the same process for all students participating in the housing selection process. Students abroad will be able to log into the portal to complete the process. Students studying abroad during the Fall 2012 semester that wish to return to campus housing for the Spring 2012. Complete an intent to live on campus form prior to leaving the spring 2012 semester. This will hold an on campus space for the student.

Waitlist Information

Students who go without selecting a housing assignment during the selection process will be able to participate in the "Open Lottery" process on the last day of selection. Student can log back into the MyHousing Portal and select from all remaining available spaces. If filled, students can request to be placed on a waitlist and will be accommodated as spaces become available.

Special Accommodations Requests

Any students requesting special accommodations for medical reasons must submit appropriate documentation by Friday, March 1, 2012 for consideration. Forms are available in the Office of Residence Life or the Office of Disability Services (Kanbar 102). It is necessary to submit requests and documentation each year for review. Only requests covered by the Americans with Disabilities Act (42 U.S.C. § 12101) will be considered and will be re viewed by the Office of Disability Services.

Housing Selection Summary

Basic Steps to Housing Selection:

1. Log into the portal (www.philau.edu/reslife) complete all information and complete the intent to participation form
 - a. Timeline: Wednesday February 1, 2012 – Friday March 9, 2012
 - b. Find a group of roommates
2. Plan several housing options; your first choice may not be available
 - a. Discuss with your group how it will split up if necessary
 - b. Review the guidelines listed in regards to Housing Groups, Housing Options & Co-educational spaces
 - c. Decide if you will need a meal plan and, if so, which meal plan. Scholler Hall residents must have at least a 14 meal plan.
3. Receive your time slot via e-mail on Tuesday March 13th
 - a. Check accuracy of information
 - b. Determine your selection time (based on earliest time slot among your housing group)
4. Log into the Housing Portal during your assigned time slot and select your specific on campus space
 - a. Complete the Housing Application & Agreement online
5. If you do not receive housing during your designated time, return to the process on Friday, March 30th, so that you may select from any available spaces still remaining.
 - a. If no spaces are available at that time, you may choose to sign up for the waitlist.

Frequently Asked Questions

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1. Not completing the Intent Form On-Time - any person that deposits after the announced deadline is not eligible to participate in the process. Late intents cannot be pulled into a housing group and can only select from the remaining spaces at the end of the process. Intents are due by Friday, March 9, 2012.
2. Housing Agreement - On-campus housing cannot be used as a back-up plan while you search for off-campus housing. Once you sign the Housing Application & Agreement - you are financially obligated for the full academic year. Lesson - do not sign up for a space on-campus if you are planning to live off-campus.
3. Housing Groups - a housing group must completely fill a space - example - a 3 person group cannot sign up for a 4 person apartment. A three person will only be eligible for a 3 person apartment.
4. Study Abroad - students that are accepted to the Fall abroad program are not eligible to participate in the housing selection process.
5. Lottery numbers - only a higher class can pull in - a Junior cannot pull in a Senior. Example - a Senior, Junior and Sophomore all want to live together - the Senior has a high lottery number so they think they can go into the process on the Junior number - they cannot, once the senior lottery time is over - all the senior beds are gone. The senior cannot sign up during the junior lottery time.
6. Not showing up - if you miss your time slot - log in and select from what is available. If you miss your assigned day completely you will have to wait until the open lottery day.
7. Waitlist - If you do not receive the housing you desired, you should reconsider your options, going on the waitlist for an entire apartment to open up is unrealistic. Typically we have one or two spaces open up during the summer. We very rarely have an entire apartment open up. The waitlist continues throughout the entire summer, students can be contacted off of the waitlist until the first day of classes.
8. Not reading the housing selection hand-out. Educate yourself on the process, if you have questions, ask a Residence Life staff member.
9. Time slots (formerly lottery numbers) are generated randomly and assigned randomly. Depositing on the first day will not get you a better lottery number. Every deposit submitted before 11:59pm on Friday, March 9th has the same opportunity.
10. Men and women - regardless of class year can share an apartment - however double rooms must be occupied by the same gender.

Frequently Asked Questions

Falls Center Information

Who is eligible for housing at Falls Center?

Junior and senior students will have the opportunity to select Falls Center. If space is available after their selection process, sophomores may sign-up for the remaining spaces.

What is the PRICING for apartments at the Falls Center?

Falls Center – \$7,600 (1 bedroom, 1 person), \$7,200 (all other style apartments)

What kind of SAFETY & SECURITY measures will be employed?

Access to the building will be through campus card identification. Cameras will be installed on the exit doors. A residence hall access monitor will be inside the main entrance 24x7. Safety & Security Officers will respond to calls and offer support 24x7, similar to other PhilaU residence halls.

Are PARKING spaces available for all units?

Students that wish to bring a car on campus must complete a parking request form in the Office of Residence Life after they have selected their housing assignment.

Is there a University Shuttle service to the Main Campus?

The Falls Center Express runs from Falls Center to main campus twice an hour (-15 and -45) from 7am – 7pm. After 7pm students can ride the regular Ram Van shuttle. After 10:15pm students can call Safety & Security for a ride.

Will there be additional STAFF to manage housing activities at the Falls Center?

Yes, there will be one full-time Complex Coordinator and four-five Residence Managers managing Falls Center.

Are separate internet and cable connections provided for all residents?

There will be cable connection for TV common area and one in each bedroom. There will be one internet connection in the common bedroom. Wireless internet will be available throughout Falls Center apartment complex.

Is there a store close-by to the Falls Center?

Yes! Parkhurst Dining runs a small convenient store in the lobby.

How is the laundry facility at this center?

The Falls Center includes washer/dryer units that are free for residents.

How many residents will typically share one apartment?

Room assignments will vary as there are different housing options available. The different floor layouts are available to view in the Office of Residence Life (Kanbar Campus Center, suite 311).

Frequently Asked Questions

CRIBS Tours Falls Center, IP, Townhouses and Scholler:

Tuesday February 14th - time TBA
Thursday February 16th - time TBA
Monday February 20th - time TBA
Wednesday February 22nd - time TBA

Important Reminders

Prior to selecting a space, plan alternative choices for yourself and roommates. Ensure you have thought about all options before your designated date and time. Discuss alternatives with potential roommates in the event you are not able to sign up for the unit size you desire. Understand that if you are required to split a group into smaller groups, only the group with the time slot for the current time will be allowed to sign up. The other group will have to come back during their designated time slot.

Ensure you know the correct number of students needed to sign up for a space. For apartment- style units, you must have the exact occupancy to sign up for the apartment until the last listed lottery time. Students may sign up for individual spaces in Scholler Hall & Townhouses during their designated selection time.

Check your time slot e-mail to ensure you are classified with the accurate start term. Corrections to start term cannot be made the day of lottery and may potentially impact your ability to select a space.

Housing Selection Dates

Tuesday March 20th - Rising Seniors
Wednesday March 21st - Rising Juniors
Tuesday March 27th-Thursdays March 29th - Rising Sophmores
Friday March 30th - Open Selection