OVERVIEW

• Timeline
• Residency Requirement
• Meal Plan Options
• Upper Class Area Tours
• Tips + Tricks and Application Status Page
• Process Exceptions including Study Abroad
• Questions
TIMELINE

- Jan 23-27: Information Sessions (Welcome!)
- Feb 6: Application/Contract and Prepayment/Waiver available in LOCUS
- Feb 7: Deadline to submit Exemption Requests
- **February 14:** Application/Contract and Prepayment/Waiver due by 12PM
  - In order to participate in Room Selection (including being pulled in by roommate)
- Feb 14-15: Upper Class Area Tours (UPCATs)
- Feb 17: Lottery Numbers published
- Feb 23-24: Junior/Senior/Grad Room Selection
- Feb 27-Mar 3: Rising Second Year (current First Year) Room Selection
- **Early March:** Residence Life confirms room assignments by email
  - View your application and assignment status at any time online through LOCUS
RESIDENCY REQUIREMENT

Living on campus is an integral part of a holistic education

All First-Year and Second-Year students are required to live on campus unless living at home with a parent or legal guardian for an approved reason.

Requests for Housing Exemption (due by February 7)
Submit online at: forms.LUC.edu/eRelease
Room and Meal Plan Rates for the 2017-2018 Academic Year will be posted soon. Rates typically increase by 2 to 5% annually.

Check our website for updates: LUC.edu/reslife
MEAL PLAN OPTIONS

Enjoy the convenience of dining on campus

First-Year and Second-Year students are required to have an All-Access Meal Plan. Juniors/Seniors and residents of Baumhart may select a Declining Balance Plan.

Requests for Meal Plan Exemption (reviewed on an on-going basis)
Submit online at: forms.LUC.edu/MealRelease

All-Access
- 5 Day All-Access Plan 1
- 5 Day All-Access Plan 2
- 7 Day All-Access Plan 1
- 7 Day All-Access Plan 2

Declining Balance
- $1775
- $1495
- $795

Amounts are per semester
REAPPLYING

APPLICATION PROCESS

Submitting your Application/Contract and Prepayment (or waiver)
APPLICATION/CONTRACT SUBMISSION

Secure your spot in the Room Selection process

The Housing Application/Contract is legally binding (similar to a lease)

• Application is due by **February 14 at 12PM** to participate in Room Selection
• Application available on Residence Life tab of LOCUS beginning **February 6**

*Students having trouble accessing the application should contact the Department of Residence Life for assistance.*
Prepayments confirm your commitment to live on campus next year.

Prepayment of $500 are non-refundable and non-transferable
• Payment is due by **February 14 at 12PM** to participate in Room Selection
• Appears as a credit on your July eBill (applied to fall housing charges)
• Pay online with Visa/MasterCard/Discover credit/debit cards (*no service fee*)
  • **Do not pay Bursar** (link is available in Residence Life Application Portal)

*Students who are financially unable to submit a Prepayment may request a Prepayment Waiver online by Feb 14 at 12PM.*
APPLICATION PREFERENCES

They’re only preferences...

We ask for your Preferences for planning purposes only

- Preferences cannot be guaranteed and don’t limit your selection options
- Students who participate in Room Selection may choose any room, roommate(s), or meal plan that is available, regardless of these preferences
- Students who do not participate in Room Selection will be assigned by staff

All students must have a Lottery Number to participate in Room Selection, including being “pulled in” by a roommate.
ROOM SELECTION

SELECTION PROCESS

A little luck, a little preparation, a lot of fun
Room Selection

Lottery

A fair process for all students

Lottery numbers are randomly assigned

- Must submit prepayment/contract by **February 14 at 12PM** to participate
- Junior/Senior/Grad Students and Rising Second Year Students are separate
- Your year/lottery number control what day/time you access Room Selection
- Lottery numbers will be made available to eligible students on **February 17**

*All students must have a Lottery Number to participate in Room Selection, including being “pulled in” by a roommate.*
ROOM SELECTION

UPPER CLASS AREA TOURS

*Take a peek before you make a pick*

**Lake Shore Campus** (Depart from any Area Desk)
**Water Tower Campus** (Depart from Baumhart Lobby)
- Tuesday, February 14 – 6:30PM-8:30PM
- Wednesday, February 15 – 6:30PM-8:30PM
PLANNING AHEAD

Communicate with your preferred roommates and create a plan

Set realistic expectations
• Discuss expectations with your preferred roommates (schedules/lifestyles/guests)
• Recognize that certain room types are limited
  • Have at least 5 back up options

Compare lottery numbers and know your Room Selection Date/Time
• Feb 23-24: Junior/Senior/Grad Room Selection
• Feb 27-Mar 3: Rising Second Year Room Selection
When Pulling in Roommates, you need to know:

- Last Name
- Loyola ID # (LID)
- Roommate PIN
- Meal Plan Preference

Access to the Room Selection Form is controlled by year/lottery number

- **Feb 23-24:** Junior/Senior/Grad Room Selection
- **Feb 27-Mar 3:** Second Year Room Selection

You may pull in preferred roommate(s) regardless of roommate’s year/lottery #

*Students having trouble accessing the Room Selection form during their Selection Period should contact the Department of Residence Life.*
Room Selection is easy when you know what you’re doing

- **Apply on time** | Do not procrastinate
- **Check your email** | Important information and reminders will be sent to you by email
- **Know your Lottery Info** | Available to eligible students after **Feb 17** on Application Status page
- **Practice makes Perfect** | Practice Room Selection Template is available on Application Status page
- **Know your Selection Plan** | Make back-up plans for your back-up plans
- **Log-in at the right time** | Log-in 1-2 minutes before your selection time begins to avoid timing out
- **Click Submit** | Your Room Selection is not final until you click ‘Submit’ and receive confirmation

*Application Status + Tools available on Residence Life Application Portal in LOCUS*
RETURNING AND GRADUATE STUDENTS

Department of Residence Life Application Portal

Lu Wolf
00001234567

**APPLY FOR SPRING**

Link above is for Spring 2017 Applications only

Reapplication and Room Selection begin on Monday, February 6, 2017.
Applications will be available beginning by late afternoon.

*If you encounter any issues, please contact our office at (773) 508-3300.*
Please note: Federal regulations prevent us from sharing application and assignment data with anyone other than the student to whom it relates.

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Application + Room Selection
Available beginning February 8

Prepayment + Waiver
Available beginning February 6

Application Status + Tools
Available after application submission

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**APPLY NOW**

**PAY PREPAYMENT**

**STATUS + TOOLS**

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**SELECT ROOM**

**REQUEST WAIVER**

Available to eligible students based on Lottery
beginning February 23

Application must be submitted before Waiver
Reapplication Information

Application Status

- [ ] Housing Application submitted on: 01/24/2017
- If there is no date listed above, click here to complete your application/contract.

Prepayment or Waiver Status

- [ ] Prepayment or Waiver Complete
- If the checkbox is not marked, we have not yet received your prepayment or waiver.
  (Please allow 2 business days for processing)

Preferred Contact Information

-Preferred Name: Lu
- Personal Email Address: lwolf@luc.edu
- We will always email you Loyola address as well.

Submit Prepayment
Submit Prepayment Waiver Request

Due by 12PM on Feb 14, 2017 to participate in Room Selection.
Room Selection Information

Selection Lottery Information
(shown on/after February 17)

- Lottery Number
- Selection Start Date
- Selection Start Time

If any of the fields above are blank after February 17, you do not qualify for Room Selection. In order to qualify you must meet the following criteria:

- Application submitted by 12PM on February 14
- Prepayment or waiver submitted by 12PM on February 14

If you believe there is an error, contact our office immediately.

Application Preferences
For your reference only

- Note: Preferences do not affect Room Selection and do not need to be updated if they change.

Room Preferences
- Room Type
  - De Nobili Double Room
  - Campion Hall Double Room
  - Mertz Hall Quad Room

Roommate Preference(s)

Meal Plan Preference
- 7 Day All Access Plan #2

Tools and Resources
Plan and Practice

Reset Roommate PIN
(available throughout selection period)

Share your PIN only with someone who may select on your behalf. Roommate group members do not need to have the same PIN. Residence Life Staff cannot lookup or reset a PIN.

To change/update your Roommate PIN, click here.

ReApplication and Room Selection Website
Practice Room Selection
DO NOT OPEN PRACTICE FORM WHILE SELECTING ROOM

Vacancy Viewer
DO NOT OPEN VACANCY VIEWER WHILE SELECTING ROOM
### Final Assignment Information

<table>
<thead>
<tr>
<th>Assignment Information</th>
<th>Meal Plan Information</th>
<th>Roommate Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>(shown after Room Selection is complete)</td>
<td>(shown after Room Selection is complete)</td>
<td>(shown after Room Selection is complete)</td>
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</tbody>
</table>

#### Assignment Information
- Bed Space
- Room Type
- Room Rate
  - Both fall and spring terms are shown.

#### Meal Plan Information
- Plan
- Plan Rate
  - Both fall and spring terms are shown.

#### Roommate Information
- Bed Space
- First Name
- Last Name
- Email
  - Both fall and spring terms are shown.

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### Application Cancelation Status
(if applicable)

- **Application Cancel Date:**

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### Request for Release Form

If you have recently submitted a Request for Release, please allow up to 7-10 business days for processing. You may review the details of your request online through the eRelease website.
The Reapprication and Room Selection Processes are fairly standard, but...

- What if I’m studying abroad in the fall or spring?
- What if I’m not sure I want to live on campus next year?
- What if I’m thinking of transferring?
- What if I’m an RA applicant?

*Students who believe they have a unique circumstance related to Reapprication and Room Selection may contact Residence Life.*
How may we help you?

Staff is always available to assist you and answer questions. Resident Assistants, Assistant Resident Directors, Resident Directors, and Central Office Staff can answer questions about submitting your Application/Contract, choosing a community, finding a roommate, selecting your room, and more!

Follow us on Facebook for more tips:

facebook.com/LUCreslife
# INFORMATION SESSIONS

THANK YOU FOR COMING. TELL YOUR FRIENDS.

<table>
<thead>
<tr>
<th>#</th>
<th>DATE</th>
<th>TIME</th>
<th>LOCATION</th>
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<td>5PM</td>
<td>IES 123-124</td>
</tr>
<tr>
<td>2</td>
<td>Monday, January 23</td>
<td>6PM</td>
<td>IES 123-124</td>
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<tr>
<td>3</td>
<td>Tuesday, January 24</td>
<td>5PM</td>
<td>Dumbach 233</td>
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<td>6PM</td>
<td>Dumbach 233</td>
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<td>Wednesday, January 25</td>
<td>5PM</td>
<td>Dumbach 233</td>
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<tr>
<td>6</td>
<td>Wednesday, January 25</td>
<td>7PM</td>
<td>Schreiber Center 1001 (Water Tower Campus)</td>
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<tr>
<td>7</td>
<td>Thursday, January 26</td>
<td>5PM</td>
<td>Life Sciences Building Room 142</td>
</tr>
<tr>
<td>8</td>
<td>Thursday, January 26</td>
<td>6PM</td>
<td>Life Sciences Building Room 142</td>
</tr>
</tbody>
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Preparing people to lead extraordinary lives