How to Use Loyola’s Online Housing Application/Contract

For CURRENT Students

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.

### Undergraduate Student Calendar

#### Fall Semester 2013 / Spring Semester 2013

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last day to drop class(es) with a Bursar credit of 100%</td>
<td>January 26, 2014</td>
</tr>
<tr>
<td>Last day to drop class(es) with a Bursar credit of 50%</td>
<td>February 9, 2014</td>
</tr>
<tr>
<td>Summer Registration Begins</td>
<td>February 10, 2014</td>
</tr>
<tr>
<td>Last day to drop class(es) with a Bursar credit of 20% (zero credit thereafter)</td>
<td>February 16, 2014</td>
</tr>
<tr>
<td>Spring Break: No classes</td>
<td>March 3-8, 2014</td>
</tr>
</tbody>
</table>

* Graduate and Professional Schools will have their own important dates. Please check with your school.
Step 2: Pay your Pre-Payment

To Start click on the Housing Pre-Payment link. You will be instructed to complete payment information on the next screen.

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Step 3: Complete your Application

To Start click on the Housing Contract link.

When the pop-up box opens you MUST click YES to continue.

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Click on the ‘Apply’ link to start your application.
Click on the ‘Apply (START HERE)’ link to continue.

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Verify your application period and profile information here. Your application period is based upon the amount of time you have lived on campus, not your credit hours.

Click the ‘Next’ button to continue.

Questions? Please contact the Department of Residence Life at (773) 508-3300.
You MUST choose agree from the drop down menu to continue to the next page.

Click the ‘New’ link to add your building preferences. Click the ‘Number’ link to change your building preferences.

You MUST choose a meal plan from the drop down menu to continue to the next page.

Not sure which meal plan you want? Check out the meal plan descriptions via the link provided.
Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.

You must choose Building as your preference type.

Choose your preferred building from the preference menu.

Choose your Preferred Room Type from the menu.

Click the ‘Continue’ button when you have completed your selection.
Click Here to Read the Terms and Conditions of the Housing Agreement

By selecting 'Agree' below you signify that you have read and agree to the terms and conditions of the housing agreement.

Agree

Meal Plan Preference

1 * The 1400 Meal Plan

Meal Plan Descriptions

Room Preferences

<table>
<thead>
<tr>
<th>No</th>
<th>Type</th>
<th>Preference</th>
<th>Room Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Building</td>
<td>Baumhart Hall</td>
<td>Baumhart Hall Quad Room</td>
</tr>
<tr>
<td>2</td>
<td>Building</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Building</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Building</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

New

Results 1 to 4 of 4

Questions? Please contact the Department of Residence Life at (773) 508-3300.

Click the ‘Next’ button when you are satisfied with your choices.
Enter your roommate request here, using their LID. All LIDs must be 11 digits, i.e. 00009999999. *Don’t know their LID?* Continue the contract process and return later to update your preferences.

All students should answer the roommate matching questions, even those with a roommate request.
Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Click the ‘Print’ button to save a record of your preferences.  
NOTE: THESE PREFERENCES ARE NOT SAVED UNTIL YOU CLICK CONTINUE.

Verify that your information and preferences are correct.  
Something not right?  
Click the ‘previous’ button to start over.

Click the ‘Continue’ button to submit your contract.

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Step 4: Update your Preferences

Click on the ‘Apply’ link to update your application.

Welcome

Thank you for choosing to make Loyola University Chicago "A Place to Call Home"! Please choose from the links on the left to get started in your room retention/selection process!

To get started click on "apply" in the upper left corner and then click APPLY (START HERE)!

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Click on the ‘Update Building Preferences’ or ‘Update Roommate Preferences’ link to update your preferences.

Welcome

Thank you for choosing to make Loyola University Chicago "A Place to Call Home"! Please choose from the links on the left to get started in your room retention/selection process.

To get started click on "apply" in the upper left corner and then click APPLY (START HERE)!
Select your application period from the dropdown.

Complete your changes and click the ‘Continue’ button on either preference page.

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
You will see these messages if your application has been successfully updated.

Your Room/Plan Preferences have been saved. Thank you for submitting your online housing request. If you have any further questions, please contact the Department of Residence Life at 773-508-3300.

Your Roommate matching details have been saved. Thank you for submitting your online housing request. If you have any further questions, please contact the Department of Residence Life at 773-508-3300.

Questions? Please contact the Department of Residence Life at res-life@luc.edu or 773-508-3300.
Still have questions?

Contact the Department of Residence Life at 773-508-3300.