

STEP 1:

Log in to the [Housing Portal](#) and click on the Roommate and Room Selection tab.

STEP 2:

You will see a list of communities with available units. If you do not see a community listed on this page, it is either not available due to your classification or because there are no longer any beds available in that community.

STEP 3:

Once you select a community, you will be able to sort the beds within that community based on room type and specific building.

STEP 4:



STEP 6:

After you add the room(s) to your cart, you will need to assign yourself and your roommate (if applicable) to a specific bed. You will not be able to move forward until you have placed yourself and your roommate.

STEP 7:

Confirm your assignment and select **“Save and Continue.”**

STEP 8:

To confirm your room booking, you will be prompted to sign the 2025-26 License Agreement and pay the \$75 Room Booking Fee. You will be taken outside the Housing Portal to complete your payment. You and your roommate must both sign the License Agreement and pay the fee within 48 hours. Failure to do so will result in losing your reservation, and you will need to begin the room selection process again.

STEP 9:

Once you have signed the 2025-26 License Agreement and paid your Room Booking Fee, you

Instructions for Students in a Roommate Pair After Their Roommate Pair Leader Has Assigned Them Into A Room

STEP 1:

Log in to the Housing Portal.

STEP 2:

View and accept the room assignment from your Group Leader.

STEP 3:

Sign the 2025-26 License Agreement and pay the \$75 Room Booking Fee.

STEP 4:

Once you have signed the 2025-26 License Agreement and paid your Room Booking Fee, you have completed Step 3.