

INCUMBENT Room Selection Schedule as of 12/7/11 (to select Fall 12/Spring 13 assignment)

DISCLAIMER: Please check our website and your e-mail for updates, in the event that dates, times or process information changes.

GOLDEN BEAR APARTMENTS:

- **January 22** - Instructions for Golden Bear Room Selection/University Place Process on housing website, student e-mails will follow to eligible students only.
- **January 22, 1:00 p.m. to 4:00 p.m. February 3:** Students will put their groups together in Myhousing.
 - Refer to instructions on housing website for details
 - Groups will be ranked by total completed credits of the group for an appointment selection time. The group w/most credits will get to select the earliest, and so on.
 - Freshmen/Sophomore groups are encouraged and will have a MUCH better chance of getting an appointment selection time if they are trying to get into a 6-person apartment. They MUST have a COMPLETE group of 6 that has been entered and accepted in Myhousing. Instructions will outline this in detail.
 - If you are trying to get into a 4-person apartment you need to have 4 in your group
 - If you are trying to get into a 5-person apartment you need to have 5 in your group
 - If you are trying to get into a 6-person apartment you need to have 6 in your group
 - If you are trying to get into a University Place suite you need to have 8 in your group
- **February 6** (Monday) groups will be notified of the appointment selection time
- **February 7** (Tuesday) - **February 10** (Friday) groups will select their apartment starting at their designated appointment selection time.

We are hoping to conduct the University Place Process at the same time as the Golden Bear Process- this may have to be adjusted and done as a separate process after Golden Bear is done depending on some internal factors. Please check the housing website for details on January 22nd.

TRADITIONAL AND DIXON SUITES:

- **February 13 - February 29:** Students will put their groups together in Myhousing. Groups will NOT be ranked for this process.
- **February 20 - 7:30 AM - February 29 4:00 PM:** Students that have completely entered groups will be able to select available Traditional or Dixon suites- MUST be able to fill entire room/suite. There will be no appointment times for this process, so if you have a completed entered group in by 7:30 AM on February 20th, you can begin the selection process.
 - If you are trying to get into a Dixon doubles suite- you will need to have 4 in your group
 - If you are trying to get into a Dixon singles suite- you will need to have 2 in your group
 - If you are trying to get into a Traditional double occupancy room- you will need to have 2 in your group. There will be some available traditional upper class beds in Berks, Bonner, Deatricks, Johnson, Old Main, Rothermel and Schuylkill. In addition Desk Receptionists will be assigned with their

requested roommate to the building where they are hired. If you are interested in a Desk Receptionist position, please see DR application on our website located under *About Us- Student Employment*.

- If you are trying to get into a Traditional triple occupancy room- you will need to have 3 in your group.

REMAINING AVAILABLE BEDS:

- **March 1-March 2:** Students may be able to select any remaining Traditional, Dixon, UP, GB (will not have to fill entire room/suite) depending on availability.

CENTRAL OFFICE WILL AUTO ASSIGN ANY REMAINING STUDENTS WHO DID NOT SELECT AN ASSIGNMENT AFTER March 2nd. Auto assigns will be done after March 2 and by the end of March.