

# 2012-2013 HOUSING SELECTION INFORMATION

## IMPORTANT! READ AND KEEP THIS!

### In order to select housing:

- Step 1:** Make certain your housing deposit is paid by April 1. The deposit must be paid to Financial Services.
- Step 2:** Advance register on-line in Voyager for your fall 2012 classes.
- Step 3:** Be certain your student account is current and paid up-to-date.
- Step 4:** Pick up and sign your Housing Contract **after** you complete Advance registration in Voyager. Contracts will be available at the Campus Life Office (4<sup>th</sup> floor Warch Campus Center) from 8 am – noon and 1:00 pm - 5 pm until May 8<sup>th</sup>.
- Step 5:** Bring your signed Housing Contract with you on the specific date (see timeline on back) of Housing Selection. **Please note:** If you are selecting a room for you and your roommate, please be sure to bring his/her signed Housing Contract.

FOR DETAILED INFORMATION, SEE OUR WEBSITE AT:

[http://www.lawrence.edu/dept/student\\_dean/reslife/selection](http://www.lawrence.edu/dept/student_dean/reslife/selection)

## THINGS YOU SHOULD KNOW

- **The Waseda Program** (students from Tokyo living and studying at Lawrence for one year) will continue next year. Students interested in having a Japanese student roommate should attend the information session on Tuesday, May 8<sup>th</sup> in the Runkel Conference Room, or contact the Campus Life Office.
- If you would like to **stay in the same room**, you should attend Squatting on May 14<sup>th</sup>. However, people living in suites, quads, triples, Hiatt Hall, Small Residences (including Draheim, 300 S. Meade and 813 E. John) or a double room without a roommate cannot remain or “**squat**” in their rooms. In order to squat in a double in other locations, you must keep your same roommate and be on campus all three terms next year. Squatting can also be done online from 9am-4:30pm on May 11<sup>th</sup> through the Campus Life website at [www.lawrence.edu/dept/student\\_dean/reslife/](http://www.lawrence.edu/dept/student_dean/reslife/) or done in person on the 4<sup>th</sup> floor of the Warch Campus Center from 8-8:30pm on May 14<sup>th</sup>. Please note: if you complete squatting online, you must still turn in your signed housing contract(s) to the Campus Life Office no later than 5pm on May 14<sup>th</sup>.
- There will be a **double room wait list** of roommate pairs who desire a double room in a specific residence but did not obtain a double room in that location during the lottery. *Please note:* Rooms designed for two students are considered doubles. This includes double rooms in suites & quads in Hiatt, Sage, and 813 East John. Roommate pairs should register with the Housing Coordinator after double room selection.
- There is also a **single room wait list** for people who desire a single but did not obtain one. Students should register with the Housing Coordinator after single room selection.
- **What if you cannot make it to housing selection?** If you are unable to pick up your housing contract, you can fill out a proxy form to authorize another student to pick up the form. The proxy form is available online or can be picked up at the Campus Life Office. If you have your contract but are unable to make it to housing selection, you are able to give your **signed** housing form to another student to choose your housing for you. You can also turn it in to the Campus Life Office, and a member of the LUCC Residence Life committee will choose housing on your behalf.
- **Gender-neutral housing**, which allows students of different genders to share a room, is available on all floors of Hiatt Hall and in Big and Small Exec. (All available areas selected have rooms with private bathrooms.) General lottery small house(s) to be determined.
- Students who have documented disabilities requiring special housing accommodations must make necessary housing arrangements with the Dean of Students Office no later than Tuesday, May 1 (which is prior to housing selection). There is no guarantee that accommodations can be met after rooms have been selected through the housing lottery.

IF YOU HAVE ANY QUESTIONS, PLEASE REFER TO THE WEBSITE GIVEN ABOVE.

Val Nelson, chair of the LUCC Residence Life Committee, can be reached at [valerie.r.nelson@lawrence.edu](mailto:valerie.r.nelson@lawrence.edu).

# 2012-2013 HOUSING SELECTION TIMELINE

<u>DATE</u>	<u>TIME</u>	<u>LOCATION AND DESCRIPTION OF EVENT</u>
Sunday, April 1 <sup>st</sup>		<b>Housing Deposit Due.</b> The deposit must be paid to Financial Services.
Thursday, April 5		<b>Lottery Numbers Posted</b> on the Housing webpage - <a href="http://www.lawrence.edu/dept/student_dean/reslife/selection/">www.lawrence.edu/dept/student_dean/reslife/selection/</a>
Thursday, April 19 <sup>th</sup> or Tuesday, April 24 <sup>th</sup>	5pm	<b>Group Living Options Information Session, Runkel Conference Room</b> A group representative must attend ONE of these two sessions to apply for a theme/formal group house
April 22 – May 1 <sup>st</sup>		<b>Advance Registration for Fall 2012 Classes.</b> You must advance register for Fall 2012 classes in order to select housing.
April 23 <sup>rd</sup> – May 8 <sup>th</sup>		<b>Pick up your Housing Contract</b> from 8am-5pm (office is closed noon-1pm) Monday-Friday from the Campus Life Office. <b><u>You cannot choose housing without your Contract.</u></b>
Wednesday, May 2 <sup>nd</sup>	Noon	<b>Formal Group Housing rosters, contracts, and applications due, Campus Life Office</b>
Monday, May 7 <sup>th</sup>	5pm	<b>Theme House Information Session, Runkel Conference Room</b> You must attend this session to pick up an application for a theme house
Monday, May 7 <sup>th</sup>		<b>Housing Information Session,</b> Any questions about housing selection? Have them answered here – all are welcome. Only need to select housing for one or two terms? Find out how housing selection works for you! 6:00pm Colman Hall 1 <sup>st</sup> floor lounge 6:45pm Ormsby Hall 1 <sup>st</sup> floor lounge
Tuesday, May 8 <sup>th</sup>	5:00pm	<b>Waseda Roommate Information Session, Runkel Conference Room</b> For students interested in living with a Japanese roommate for the 2012-2013 school year.
Tuesday, May 8 <sup>th</sup>		<b>Housing Information Session,</b> (repeat of session held May 7 <sup>th</sup> ) 6:00pm Plantz Hall 1 <sup>st</sup> floor lounge 6:45pm Kohler Hall 1 <sup>st</sup> floor lounge
Wednesday, May 9 <sup>th</sup>		<b>Housing Information Session,</b> (repeat of session held May 7 <sup>th</sup> ) 6:00pm Sage Hall 1 <sup>st</sup> floor lounge 6:45pm Trever Hall 1 <sup>st</sup> floor lounge
Friday, May 11 <sup>th</sup>	Noon	<b>Theme House rosters, contracts, and applications due, Campus Life Office</b>
Friday, May 11 <sup>th</sup>	9am to 4:30pm	<b>Squatting (online),</b> Select your current single <b>or</b> double with your current roommate online at <a href="http://www.lawrence.edu/dept/student_dean/reslife/">www.lawrence.edu/dept/student_dean/reslife/</a> . Please note: if you complete the form online, your signed housing contract(s) must be turned into the Campus Life Office by 5pm on May 14 <sup>th</sup> .
Monday, May 14 <sup>th</sup>	7pm	<b>Suite/Quad and Triple Selection, 4<sup>th</sup> floor – Warch Campus Center</b> We will begin averaging lottery numbers at 6:30pm
Monday, May 14 <sup>th</sup>	8-8:30pm	<b>Squatting (in person), 4<sup>th</sup> floor – Warch Campus Center</b> Select your current single <b>or</b> double with your current roommate (only one student needs to bring both signed contracts).
Tuesday, May 15 <sup>th</sup>	9-11pm	<b>Singles Selection, Hurvis / Mead Witter Rooms, Warch Campus Center</b> Students will pick in order based on lottery number.
Wednesday, May 16 <sup>th</sup>	6pm	<b>Find Your Future Roommate, Plantz 1<sup>st</sup> Floor Lounge</b> Meet other students searching for a roommate.
Tuesday, May 22 <sup>nd</sup>	9-11pm	<b>Doubles Selection, Hurvis / Mead Witter Rooms, Warch Campus Center</b> Students will pick in order based on lottery number.