2013-2014 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 2013 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 (4th floor Warch Campus Center) from 8am-noon and 1-5pm until May 8th.

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/students/student_life/housing

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 7th 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 13th. However, people living in suites, quads, triples, Hiett 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. *If you plan to change rooms or roommates before squatting, all room changes, paperwork, and key changes must be completed by Tuesday, May 7. Housing records are frozen after that date for squatting purposes.* Squatting can be done online from 9am-4:30pm on May 10th through a link on the housing website or done in person on the 4th floor of the Warch Campus Center from 8-8:30pm on May 13th. 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 13th.

- 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 Hiett, 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 in Hiett 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 Wednesday, 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.

Lindsay Browne, chair of the LUCC Residence Life Committee, can be reached at lindsay.m.browne@lawrence.edu.

2013-2014 Housing Selection Timeline

DATE	TIME	DESCRIPTION AND LOCATION OF EVENT
Monday, April 1		**Housing Deposit Due.** The deposit must be paid to Financial Services.
Tuesday, April 9		**Lottery Numbers Posted** to students' Voyager accounts.
Thursday, April 18 **or** Tuesday, April 23	5pm	**Group Living Options Information Session**, *Runkel Conference Room* A group representative must attend ONE of these two sessions to apply for a theme/formal group house
April 21 – 30		**Advance Registration for Fall 2013 Classes**. You must advance register for Fall 2013 classes in order to select housing.
April 22 – May 8		**Pick up your Housing Contract** from 8am-noon or 1-5pm Monday-Friday from the Campus Life Office. **<u>You cannot choose housing without your Contract.</u>**

Have questions about selecting housing for the upcoming year? Would you like to tour other halls to see what rooms look like? Please plan to attend one or more hall open houses!

Monday, April 22	Plantz Hall
Tuesday, April 23	Sage Hall
Wednesday, April 24	Ormsby Hall
Thursday, April 25	Kohler Hall
Sunday, April 28	Trever Hall & Exec Houses
Monday, April 29	Colman & Brokaw Halls
Tuesday, April 30	Hiett Hall

All open houses will occur from **8-10pm** on the specified days.

Wednesday, May 1	Noon	**Formal Group Housing rosters, contracts, and applications due**, *Campus Life Office*
Monday, May 6	5pm	**Theme House Information Session**, *Runkel Conference Room* You must attend this session to pick up an application for a theme house
Tuesday, May 7	5pm	**Waseda Roommate Information Session**, *Runkel Conference Room* For students interested in living with a Japanese roommate for the 2013-2014 school year.

Planning to study abroad next year? Are you planning to live in a formal group or theme house next year, but not for the entire year? Have questions about how housing works for you? Drop in with questions anytime during our open house.

Tuesday, May 7	1-5pm
Wednesday, May 8	1-5pm
Thursday, May 9	1-5pm
Friday, May 10	1-5pm

Campus Life Office
(4th floor Warch Campus Center)

Friday, May 10	Noon	**Theme House rosters, contracts, and applications due**, *Campus Life Office*
Friday, May 10	9am to 4:30pm	**Squatting (online)** Select your current single or double with your current roommate online on the housing website. Please note: If you complete the form online, your signed housing contract(s) must be turned in to the Campus Life Office by 5pm on May 13.
Monday, May 13	7pm	**Suite/Quad and Triple Selection**, *4th floor – Warch Campus Center* We will begin averaging lottery numbers at 6:30pm.
Monday, May 13	8pm to 8:30pm	**Squatting (in person)**, *4th floor – Warch Campus Center* Select your current single or double with your current roommate (only one student needs to bring both signed contracts).
Tuesday, May 14	9pm to 10pm	**Singles Selection**, *Hurvis/Mead Witter Rooms, Warch Campus Center* Students will pick in order based on lottery number.
Wednesday, May 15	6pm	**Find Your Future Roommate**, *4th floor – Warch Campus Center* Meet other students searching for a roommate.
Tuesday, May 21	9pm to 10:30pm	**Doubles Selection**, *Hurvis/Mead Witter Rooms, Warch Campus Center* Students will pick in order based on lottery number.