How to select campus housing for next year!

Follow the steps below

1. Each student picks up an appointment ticket **March 28 – April 7** at Housing Services and then forms a roommate group with other current APU sophomores.

2. Show up at your group’s best appointment time and choose!
   Bring your entire group and be ready to sign and submit your official Request for Campus Housing Assignment forms.
Sophomore options:
Click on the links below for floor plans, pricing, and other info!

Bowles Residence Complex

Shire Modulars

University Park Apartments

Frequently Asked Questions
What you need to know to prepare for Sign-Ups!

Who can sign up?
This process is for current undergraduate students who will be sophomores in the fall. As we do not go by units completed, any freshmen who is currently living in the halls or graduated from high school last year is considered a future sophomore. Groups must fill the entire unit at its designated capacity.

Who gets to choose first?
Complete groups for two-bedroom units will choose first. Complete groups for one-bedroom units will choose second. Those who wish to be assigned individually or in a partial group may submit a Request for Campus Housing Assignment form beginning April 21. It is unlikely that area or roommate preferences can be met if this method is chosen. These students will be notified of their assignment over the summer.

How many students are allowed per unit?
One-bedroom units in Bowles and University Park will house two students; however, students may choose to sign up as a group of three (tripling) and save money on housing costs. All two-bedroom units will house four students; however, students may choose to sign up as a group of five (quintupling) and save money on their housing costs. Since this is a voluntary option, these tripled and quintupled students will receive a discount on their housing costs only for the time their unit is actually tripled or quintupled. If a student moves out for any reason, the rate will be pro-rated/adjusted (see the housing policies for more information).

Can I sign up alone?
No. Students may not sign up alone at an appointment time. Students who are not part of a complete group may submit a Request for Campus Housing Assignment form beginning April 21. These students will be notified of their assignment over the summer.

What if I cannot find a roommate?
Finding a roommate group is every student’s responsibility. Students are encouraged to talk to their Resident Adviser (RA) to see if they know of anyone looking for a roommate group. Students may also use the Roommate Resource Google site as a tool to connect with others. Those who are not able to form a complete group may submit a Request for Campus Housing Assignment form beginning April 21.

Can a junior, senior, or transfer be part of my group?
A future junior or senior may join your group, but only as a third roommate in a one-bedroom unit or a fifth roommate in a two-bedroom unit. This preserves as much space as possible for sophomores who are required to live on campus. Incoming transfers may not sign up in this process. A group of two (in a one-bedroom) or four (in a two bedroom) may request a transfer student friend by name during the summer if they have already secured a unit.

How do I get an appointment?
Come to Housing Services during office hours between March 28 and April 7. At that time, you will fill out your Sign-Ups Survey card and receive your appointment ticket. Each member of your roommate group should pick up an appointment ticket and bring it to your appointment so there are no delays when you sign up. Tickets are not transferable.
How do I use my appointment ticket?
Groups who assemble a complete group for a two-bedroom unit will use the first (top) time on the ticket. Groups who assemble a complete group for a one-bedroom unit should use the second (bottom) time on the ticket. You may come to the earliest applicable appointment time of anyone in your group (bring all tickets with you).

Due to the high demand for two-bedroom units, not every ticket will have a two-bedroom appointment time. Only the first 300 tickets will be eligible for a two-bedroom. Even groups that have a time in the two-bedroom category are not guaranteed a two-bedroom unit; they may have to return as two groups of two at their one-bedroom times.

Hopefully, knowing this in advance will help you determine what your group size will be. History would indicate that somewhere between tickets 200-300, all two-bedrooms will likely be reserved. If your lowest appointment ticket is higher than 300, your group will not be eligible for a two-bedroom unit, and you should form groups of two or three.

Does our entire group need to be at the appointment?
At the appointment time, we recommend complete groups come to the Office of Housing Services together. Arrive at least 10 minutes early to complete paperwork. Your group will complete and sign your Request for Campus Housing Assignment forms and choose a unit. If a member of your group cannot be present or is studying abroad, the group must bring their signed request form with the proxy information filled out on the bottom left of the front page (grey box). If the form does not identify a proxy, they may also provide a written and signed letter identifying a proxy. Identifying a proxy will also allow someone to pick up an appointment ticket on behalf of another student (March 28 – April 7).

Is this a commitment?
YES! Students who choose a unit as part of a roommate group during Housing Sign-Ups are committed to campus housing (and its associated costs) for the entire academic year per the housing policies. Students who allow a proxy to represent them are making the same commitment. Campus housing should not be used as a “back-up plan”.

What happens if the apartments I want fill up?
When two-bedroom units fill up, groups should be prepared to split up or combine with others. There is an intentional break between two-bedroom and one-bedroom sign-ups in which students will have the evening to put their contingency plans into place. Last year, we still had two-bedroom options past ticket number 250, however we do anticipate those units to fill somewhere between tickets 200-300. If your ticket is in that range, you may attempt to secure a two-bedroom unit, but you should have a contingency plan in place to return for one bedroom sign-ups.

Does my class registration affect my housing assignment?
Yes, you must register for fall 2017 classes by July 31 or your housing may be dropped. If this happens, you will have to re-apply for housing after you register or you will be automatically assigned a new space.

What if I need housing this summer?
Students who need summer 2017 housing may request housing via the Summer Housing Program beginning April 24. Summer residents are assigned to a section of University Village, unless they are staying for Summer 1 or less. Those students will be placed in Summer 1 housing in Adams Hall.
Theme Houses
How to live in one of Residence Life’s intentional campus housing communities

How to select a Theme House

1. Fill out Residence Life’s online application starting 2/27. Notifications of acceptance will be sent out on a rolling basis.

2. Pick up a housing appointment ticket via the normal process from Housing Services (March 28 – April 7).

3. Go to the office of Residence Life to have your ticket validated for theme housing before your housing appointment time. To get your ticket validated, you must sign the Theme House Pledge at Residence Life. **Sophomore ticket validations end on 4/7.**

4. Show up at your group’s earliest applicable appointment time and present your tickets to housing. If at least two of your group’s tickets are validated and there are theme housing options available, you can sign up for a Theme House.

To find out more about Theme Houses, please visit the office of Residence Life at [http://www.facebook.com/aputhemehouses/](http://www.facebook.com/aputhemehouses/)