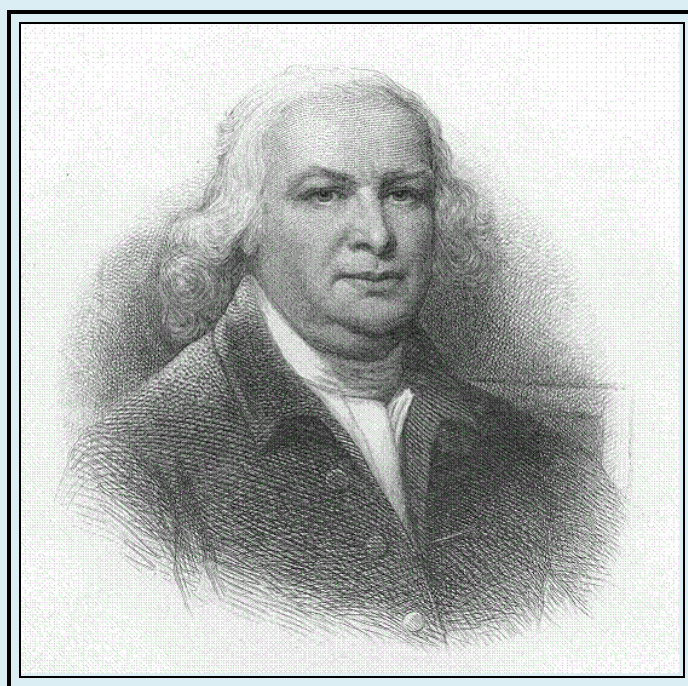


Robert Morris University

Room Selection Information

2012 – 2013



Where will YOU live next year?

**Inside is information you NEED TO KNOW
if you want to reserve a room on campus
for the 2012 – 2013 academic year.**

Room Selection Information Packet

2012 - 2013

The information contained on the following pages details the 2012-2013 Room Selection Process. This process is designed primarily for those students currently living in campus housing and commuter students interested in campus housing. Housing for graduate students is available primarily in Braddock Residence Hall by assignment through the Office of Residence Life. Students who submit a Housing Contract and deposit but choose not to participate in the Room Selection Process will be assigned housing prior to the beginning of the fall 2012 semester based on stated preferences and space availability.

It is important to note that ALL continuing students MUST submit a Housing Contract and \$250 deposit by March 16, 2012 in order to participate in the Room Selection Process.

THERE ARE NO EXCEPTIONS TO THIS DEADLINE.

This includes athletes and other students on scholarships. In extreme circumstances, financial hardship waivers to cover the deposit may be requested and approved through the Office of Student Financial Services by submitting the appropriate forms and documentation by March 16, 2012. Waiver applications will not be considered beyond this date for purposes of participating in the Room Selection Process. Students who submit contracts or deposits after the March 16, 2012 deadline may be assigned to any RMU residence hall based on their contract date, stated preferences, and space availability BUT WILL NOT BE PERMITTED TO PARTICIPATE IN THE ROOM SELECTION PROCESS.

The Housing Contract must be submitted on-line. It is located on the Office of Residence Life web page (www.rmu.edu/residencelife) by clicking on "Current Students" or "Room Selection Information." All deposits are non-refundable and may be submitted on-line along with the housing contract or at a later time through the Office of Student Financial Services located on the first floor of the Revere Center. Please note that submission of the contract and deposit does not guarantee a student a *particular* space in campus housing. It does guarantee a student the opportunity to participate appropriately in the Room Selection Process to select an available residence space.

The Room Selection Process, described in detail on the following pages, has been carefully designed to provide students with the opportunity to choose their living environment for the upcoming year. Students have the option to apply for an apartment, apply for an organizational or athletic suite, or select a specific space in campus housing. The process is based largely on earned academic credits and therefore is generally designed to give consideration to class status as a priority, so seniors generally select before juniors, etc. Once a student successfully participates in any phase of the Room Selection Process, he/she may not participate again in subsequent phases to select a new or different space. Changes may be requested through the Office of Residence Life after the completion of the entire Room Selection Process and will be considered as space and availability permit.

After the completion of the Room Selection Process, students will be permitted to add their name to wait lists for spaces that may not have been available to them at the time of their participation in the process. Wait lists are maintained for apartment living spaces, private rooms, specific buildings, etc. Students should contact the Office of Residence Life for more information and to complete a wait list form if they are interested in this option. All wait list forms will be available beginning on

Monday, April 2, 2012. In the event that vacancies occur, students on the appropriate wait lists will be contacted.

Please read the following information carefully. Although it may seem complicated, the process is designed to give fair access to housing opportunities for all resident students. Each student is responsible for his/her own participation in the process and is therefore urged to be mindful of approaching deadlines and to ask questions as they arise. Residence Life Staff will be available to answer your questions as follows:

1. Nicholson Center Food Court
 - Tuesday, February 14, 2012 - 11:00 a.m. to 1:00 p.m.
 - Thursday, February 23, 2012 - 11:00 a.m. to 1:00 p.m.

2. International Suite, Sewall Center
 - Wednesday, February 15, 2012 - 6:00 p.m. to 7:00 p.m.
 - Tuesday, February 21, 2012 - 9:00 p.m. to 10:00 p.m.

3. Washington Residence Hall
 - 412-397-5252
 - reslife@rmu.edu
 - Office Hours: 8:30 a.m. to 6:00 p.m. - Monday – Thursday
8:30 a.m. to 5:00 p.m. - Friday

RMU Living Option #1

APARTMENT LIVING

Apartment Room On-Line Application process completion deadline to the Office of Residence Life: March 16, 2012 at 5:00 PM

Apartment Room Selection – Monday, March 26, 2012; 9:00 AM – 5:00 PM

Lexington, Concord, and Salem Halls offer 111 apartment units housing 466 students. Lexington & Concord each have a fully equipped kitchen, living room, two bathrooms, and four bedrooms. Salem Hall has the same amenities but also includes eighteen (18) five bedroom apartments. The apartments have independently controlled heating/air conditioning units and are fully furnished. Apartments have private bedrooms, each with internet and cable television.

The apartments are available to continuing students. Students should apply for apartments as a group. Similarly to last year, groups may be of mixed gender. In the unlikely event that individual apartment spaces remain after the apartment assignments are posted, they may be selected by other individual students during subsequent phases of the Room Selection process. For more information on the Apartment Residence Halls, go to the Office of Residence Life web page at www.rmu.edu/residencelife.

Remember, all students applying for an apartment must have submitted a Housing Contract and \$250 deposit by March 16, 2012, in order to be eligible to reserve a room.

RMU Living Option #2

ORGANIZATIONAL / ATHLETIC / GENERAL SUITE LIVING

Organizational / Athletic / General Suite Applications due to the Office of Residence Life by March 16, 2012 at 5 PM

Organizational / Athletic suite housing allows students the opportunity to live in a suite with other residents of your choice who are members of the same University sponsored or S.G.A.(Student Government Association) recognized organization or NCAA recognized athletic team. It also enables students to build camaraderie and strong communities that allow for personal growth and development. General Fraternities & Sororities, recognized student organizations, and NCAA athletic teams may apply for organizational / athletic suites. Organizational / Athletic Suites will be granted based on availability of space with preference given to groups based on the date their completed organizational application is received. Preference will also be given to groups who currently have an existing organizational / athletic suite. Groups of students wishing to live together in a suite that are not all members of a recognized organization can apply for a suite using the General Suite Application.

When selecting Washington Residence Hall, students should keep in mind that the housekeeping services provided in this area are designed to provide a transition between traditional hall living and apartment living. Once per week, members of the housekeeping staff will come into the suite and provide complete and thorough cleaning in the shared bathroom space. On all other days, trash removal service will be provided. Throughout the week, residents sharing a suite are expected to maintain an appropriate cleaning schedule for their suite and common living area. Members of the Office of Residence Life staff will work with students residing in the suites as necessary to help them develop a cleaning schedule that meets their needs.

If your group is interested in an Organizational / Athletic / General Suite, you will need to pick up an application in the Office of Residence Life. The Organizational / Athletic / General Suite Application details the requirements, including group size, to be considered for this housing option. **Completed Organizational / Athletic Suite Applications are due by Friday, March 16, 2012 at 5:00 p.m.** There are no exceptions in relation to this process and deadline. Approved organizational / athletic suites will be posted in the Office of Residence Life on March 21, 2012 by 5:00 p.m.

Remember, all residents listed on an Organizational / Athletic Suite Application must have submitted a Housing Contract and \$250 deposit by March 16, 2012 in order to be eligible for an organizational / athletic suite. Please note that failure of group members to submit both a Housing Contract and a \$250 deposit may jeopardize the status of the entire group in the Room Selection Process. **The number of suites available is limited.**

RMU Living Option #3

GENERAL SUITE & STANDARD/DOUBLE ROOM LIVING

Apartment, Triple, and Double Room On-Line Application process completion deadline to the Office of Residence Life: March 16, 2012 at 5:00 PM

Apartment & Triple Room Selection – Monday, March 26, 2012; 9:00 AM – 5:00 PM

Double Room Selection – Wednesday, March 28, 2012; 9:00 AM – 5:00 PM

The RMU General Room Selection Process gives priority to roommate pairs (or groups) reserving rooms for the next academic year. The total combination of credits for you and your roommate(s) will determine the scheduled time you select a room. You may select traditional rooms as groups of two (2), or triple rooms as groups of three (3). Keep in mind the following:

- The number of triple rooms available is very limited.
- Students desiring to secure an **apartment** should participate in Room Selection on Monday, March 26, 2012.
- Students desiring to secure a **triple room** should participate in Room Selection on Monday, March 26, 2012.
- Students desiring to secure a **double room** should participate in Room Selection on Wednesday, March 28, 2012.

The entire Room Selection process is completed on-line via the Office of Residence Life web page.

When considering Washington Residence Hall as a living option, students should keep in mind that the housekeeping services provided in this area are designed to provide a transition between traditional hall living and apartment living. Once per week, members of the housekeeping team will come into the suite and provide complete and thorough cleaning in the shared bathroom space. On all other days, trash removal service will be provided. Throughout the week, residents sharing a suite are expected to maintain an appropriate cleaning schedule for their suite and common living area. Members of the Office of Residence Life staff will work with students residing in the suites as necessary to help them develop a cleaning schedule that meets their needs.

Those groups or individuals planning to participate in General Room Selection should determine their total number of academic credits. Students should then plan to participate in the General Room Selection at the designated time for their group size and total number of credits. A complete schedule of the General Room Selection times is included in this packet.

Prior to General Room Selection, a posting will be made of all residential areas which will be available to students in this process. Certain campus areas will be reserved and therefore not available for selection as they will house new students during the upcoming year. Students are encouraged to check this list to be sure their desired location will be available in the General Room Selection process.

Remember, all students participating in General Room Selection must have submitted a Housing Contract and \$250 deposit by Friday, March 16, 2012 in order to be eligible to reserve a room.

RMU Living Option #4

PRIVATE/SINGLE ROOM LIVING

Private and Single Room On-Line Application process completion deadline to the Office of Residence Life: March 16, 2012 at 5:00 PM

Private/Single Room Selection - Friday, March 30, 2012; 1:00 PM – 5:00 PM

Braddock Residence Hall offers a limited number of private rooms. Each of these rooms adjoins another room through a shared bathroom. Braddock Hall offers independently controlled heating/air conditioning in each room, updated rooms, a study lounge, and a recreation room which includes a pool table and foosball table.

Please be advised that the number of private rooms available is very limited and that private rooms are ONLY available in Braddock Residence Hall. Students desiring to secure a private room should participate in the Private Room Selection Process on Friday, March 30, 2012 with the Office of Residence Life. Students should plan to participate in Private Room Selection at the designated time based on their total number of credits. A complete schedule of the Private Room Selection times is included in this packet.

Remember, all students participating in Private Room Selection must have submitted a Housing Contract and \$250 deposit by March 16, 2012 in order to be eligible to reserve a room.

GENERAL ROOM SELECTION SCHEDULE

Apartment / Triple Room Selection Monday, March 26, 2012 and Wednesday, March 28, 2012 9:00 AM – 5:00 PM

You should select at the times listed below if you are seeking to select a triple occupancy room. **Groups of 3, 4 and 5 students participate in this phase.** The total number of credits earned by the group dictates the time when the group is permitted to select.

9:00 AM – 10:15 AM...	total credit value of members of the group is 400 credits or higher
10:15 AM – 11:30 AM ...	total credit value of members of the group is 200 - 399 credits
11:30 AM – 12:45 PM ...	total credit value of members of the group is 131 - 199 credits
12:45 PM – 2:00 PM ...	total credit value of members of the group is 76 - 130 credits
2:00 PM – 3:15 PM...	total credit value of members of the group is 38 - 75 credits
3:15 PM – 5:00 PM...	total credit value of members of the group is less than 38 credits

GENERAL ROOM SELECTION SCHEDULE

Double Room Selection Wednesday, March 28, 2012 9:00 AM – 5:00 PM

You should select at the times listed below if you are seeking to select a double occupancy room. Please read through the Room Selection Information brochure carefully to determine which phase of Room Selection is appropriate for your needs. **Roommate pairs and individuals who have not yet selected a roommate participate in this phase.** The total credits earned by the roommate pair dictates the time when they are permitted to select.

9:00 AM – 10:00 AM...	total credit value of members of the roommate pair is 120 credits or higher
10:00 AM – 11:00 AM ...	total credit value of members of the roommate pair is 86 - 119 credits
11:00 AM – 12:00 PM ...	total credit value of members of the roommate pair is 66 - 85 credits
12:00 PM – 1:00 PM...	total credit value of members of the roommate pair is 56 - 65 credits
1:00 PM – 2:00 PM...	total credit value of members of the roommate pair is 46 - 55 credits
2:00 PM – 3:00 PM...	total credit value of members of the roommate pair is 36 - 45 credits
3:00 PM – 4:00 PM...	total credit value of members of the roommate pair is 25 - 35 credits
4:00 PM - 5:00 PM...	total credit value of members of the roommate pair is less than 25 credits

Residents Participating in General Room Selection Without a Roommate

Residents requesting a room assignment with no specific roommate can select as individuals during their designated time based solely on their credits; however, he/she will receive a roommate through Room Selection or subsequent housing assignments. We encourage residents to choose their own roommates and participate in the Room Selection Process together.

PRIVATE ROOM SELECTION SCHEDULE

Friday, March 30, 2012

1:00 PM – 5:00 PM

You should select at the times listed below if you are seeking to select a single occupancy room in Braddock Residence Hall. Your total number of credits earned dictates the time when you are permitted to select.

1:00 PM – 2:00 PM...	total credits earned totals 80 credits or higher
2:00 PM – 3:00 PM ...	total credits earned totals 60 - 79 credits
3:00 PM – 4:00 PM ...	total credits earned totals 40 - 59 credits
4:00 PM – 5:00 PM ...	total credits earned totals less than 40 credits