

# HOUSING SELECTION INFORMATION

- **ONLY CURRENT RESIDENTIAL STUDENTS** are eligible for housing selection. Commuters, students living off-campus, incoming transfer students and students returning from leave of absences will not be eligible to go through the room selection process.
- **BUSINESS OFFICE ACCOUNTS MUST BE RESOLVED BY FEBRUARY 26** to qualify for a lottery number and housing selection.
- **RESIDENTIAL STUDENTS MUST BE REGISTERED AS FULL TIME** (12+ credits in progress) by 3PM on Thursday, April 29 in order to maintain their selected residence. To avoid any problems with housing selection, be certain that your prospective roommates are also registered full-time for fall classes. Residence Life staff will check registration reports after April 29.
- The **FALL HOUSING INTENTION SURVEY** must be completed in order to register for a lottery number. The survey will be available on February 15 on JayWeb and is used to generate the correct amount of lottery numbers.

## HOUSING SELECTION TIMELINE

<b>February 1</b>	SDLC applications available on Residence Life website
<b>February 15</b>	Fall Housing Intention Survey available on JayWeb
<b>February 26</b>	<b>Business Office Accounts must be resolved in order to register</b>
<b>February 26</b>	<b>Registration for lottery numbers begins through JayWeb</b>
<b>February 26</b>	<b>Students can begin adding roommate requests to JayWeb (required to select housing)</b>
<b>February 26</b>	<b>Students without a roommate can begin viewing the Available Roommates list on Jayweb.</b>
<b>February 26</b>	SDLC applications DUE by 5:00 PM
<b>March 7</b>	ILU, LLC, and Specialty housing applications available on JayWeb
<b>March 21</b>	ILU, LLC, and Specialty housing applications DUE by 12:00 PM
<b>March 21</b>	SDLC applicants notified
<b>March 31</b>	ILU, LLC and Specialty housing applicants notified
<b>April 1</b>	Housing selection timeslots posted
<b>April 4</b>	<b>ILU online housing selection, 3:00—10:00 PM</b>
<b>April 5</b>	<b>LLC online housing selection, 3:00—10:00 PM</b>
<b>April 6</b>	<b>Rising Seniors Traditional room selection, 3:00—10:00 PM</b>
<b>April 7</b>	<b>Rising Juniors Traditional room selection, 3:00—10:00 PM</b>
<b>April 8</b>	<b>Rising Sophomores Traditional room selection, 3:00—10:00 PM</b>
<b>April 12</b>	Specialty housing applicants notified of housing assignments
<b>April 29</b>	3:00pm—Deadline for all students in housing to be registered for 12+ Credits in order to maintain selected housing

# LOTTERY NUMBERS

**Students select campus housing for the upcoming school year through a housing lottery system. You need a lottery number to select housing.**

- The computer-generated lottery number is based on entrance year and number of credit hours. The more credits you have, the more options you will have available to you within your class cohorts.

**Class Standing:**

**Freshman:** 0-29.9 Credits

**Sophomore:** 30-59.9 Credits

**Junior:** 60-89.9 Credits

**Senior:** 90+ Credits

## LOTTERY NUMBER REGISTRATION

**Lottery number registration is February 26—March 10.**

**ALL accounts with the Business Office must be resolved in order to register for a lottery number through JayWeb.**

- Instructions:
  1. Sign into JayWeb using your log in information.
  2. Click the “Student” tab at the top of the screen to see the housing selection page. If the housing selection page does not show automatically then click on the “Housing Selection” link on the left-hand navigation pane.
  3. You will click to register, then your lottery number and proxy code will appear on the next screen. You will use this information to select your housing.
  4. You will now be able to select a roommate. Enter your roommate’s information when you have it.

# ROOMMATE SELECTION

**You must have a lottery number to select your roommate.**

- Instructions:
  1. Select a roommate. You will need your roommate's lottery number and proxy code, and you will need to give your selected roommate(s) your lottery number and proxy code.
  2. Log into JayWeb.
  3. Click "Select Roommate" and enter your roommate's lottery number and proxy code.
- **IF YOU DO NOT HAVE A ROOMMATE** look at the "Available Roommates" list on JayWeb to help find a roommate.

# ONLINE HOUSING SELECTION

**Online Housing Selection is April 4—8.**

**You must have a lottery number and roommate to select housing.**

- Instructions:
  1. Log into JayWeb during your allotted time slot. You and your roommate will each receive a time slot—register together during the earlier time.
  2. Click "View All Rooms" to see available rooms.
  3. Click on the desired room to select it. Once you have selected your room you are finished.

## **\*\* IMPORTANT TIME NOTICE \*\***

- Timeslots will be posted on **April 1**.
- You will not be able to select housing until your assigned time slot. If you miss your exact date and time you can select housing at any time after your time slot.
- Every two minutes a new time slot is opened. Make your housing selection as close to your assigned time slot as possible for the most options.

# ILU SELECTION

## Apartments, Quads, and Brinser Suites

- **Applications to live in an ILU are available March 7-21.** The application consists of logging into JayWeb and checking the ILU box. **You will be notified by March 31** if you are accepted.
- Preference is given to groups of four seniors then three seniors with one junior...etc.
- All apartments and quads are considered gender inclusive housing. Students may select any Etown student as their roommate regardless of sex or gender identity. Gender inclusive housing is not intended for romantic couples.
- All members of the group must be a **Junior or Senior by entrance year to the college.**
- The best lottery number represents the entire group. The lottery number being used to select a living space must belong to a residential student **who will be a full time student for the entire 2016-2017 academic year.**
- **ILU housing selection is April 5 from 3:00—10:00 PM**

### **\*\* IMPORTANT ILU INFORMATION \*\***

- **If one or more of your roommates will only be living on campus for one semester** (i.e. because of study abroad or graduation), then a replacement must be designated to fill the vacancy for Spring semester. Do this by emailing [reslife@etown.edu](mailto:reslife@etown.edu) with the names of the student(s) leaving and the student(s) who will be replacing them. Should a group not meet this expectation, the College reserves the right to relocate all the members on the application to any residential facility.
- **Groups who lose a member over the summer or during the semester will be required to fill the vacancy.** If they do not fill the vacancy the space will be filled without prior consent. If more than one member leaves the unit, the college reserves the right to relocate the remaining members of the group to any residential facility and give the unit to the next group on the waiting list.

## GENDER INCLUSIVE HOUSING

Students wishing to live in Gender Inclusive Housing (GIH) can select any Etown student as their roommate regardless of sex or gender identity. GIH options are located in the Quads, Apartments, and in Founders. Students will select housing the same as in the past—select your roommate(s) on JayWeb and go through online housing selection. If you apply and are accepted to live in an ILU (apartments or quads) you will follow the “ILU Selection” instructions above. If you would like to live in in Founders, you follow the instructions for “Online Housing Selection” instructions on page 3.

Please note that this option is intended for students who wish to share a room, quad, or apartment with friends of a different sex or gender. Gender inclusive housing is not intended for romantic couples.

# SPECIALTY HOUSING

## Triple, Single, Premium Double, and Block Housing

- All specialty housing applications will be available **March 7** on the **Residence Life website**.
- Applications are due by **March 21 at 12:00 PM**.
- You will be notified by **March 31** if your application is accepted. If you are accepted you will not participate in the online housing selection process. Triple and block housing assignments will be sent by **April 12**. Single housing assignments will be sent during the summer months.

### Single Room:

- Preference is given to students with medical documentation requiring a single room. Please refer to the Disability Services Website for information and documentation procedures.
- Single room requests without medical documentation will automatically go on a waiting list and be considered by lottery number order.

### Triple Room:

- Triple rooms are assigned based on the highest lottery number in the group. Triples are located in Myer, Schlosser, Ober, and Brinser.

### Block Housing

- Block housing is for groups of 4 or 6 students who wish to select several rooms together. An application must be submitted by each student wishing to live in block housing. Block Housing will be granted based on lottery number.
- Block housing is located in Founders, Ober, and Royer.

### Premium Double Room:

- Premium double is for students who would like to live as a single in a double room. An additional fee applies for this option.
- A limited number of premium double rooms are available in Founders, Myer, Royer, Ober, and Schlosser and are granted based on lottery number.

**It is important to make a backup housing plan —**

**All specialty housing options are limited.**

## Student-Directed Learning Communities (SDLC)

- For Information on SDLC housing selection, please refer to the Residence Life Website or contact Kristen Vieldhouse, Assistant Director of Residence Life, at vieldhousek@etown.edu or 361-1197.

# Living Learning Communities

## LLC applications are available March 7—21.

- LLC applications will open **March 7** on the **Residence Life Website**.
- Applications are due by **March 21 at 12:00 PM**.
- You will be notified if your application is accepted by **March 31**.
- **Students assigned to an LLC will participate in online housing selection on April 4.**
- LLC descriptions:

**Stonewall Hall** is for any student wishing to learn more about the issues and laws surrounding the LGBTQ community. Students in this community will have the opportunity to work with faculty in small group settings and on field trips related to gender studies. The hall also provides a safe space for LGBTQ students. Stonewall Hall is located in Founders.

**Partners in Engineering II (PiE)** is for second year Engineering students. This opportunity is limited to a small block of students. In addition to living with classmates with a similar major, these students also receive additional tutoring in the residence hall. PiE will be housed in Schlosser and Founders.

**Liberal Arts Residence (LAR)** is for students interested in pursuing a Liberal Arts major or minor. (Liberal Arts fields include the following: Art History, Studio Art, History, Political Science, International Studies, Philosophy, English, Music, Theater, Anthropology, Sociology, Women and Gender Studies, Psychology, any Foreign Language, Religion, Fine Arts, Theater, Anabaptist and Pietist Studies, and Peace and Conflict Studies.) LAR will be housed on the third floor of Myer.

**Honors Block Housing** is for second year Honor students. This opportunity is limited to a small block of students who want to live with classmates within the Honors program. The Honors Block is housed in Schlosser.

**The Nest** offers substance-free living as well as extended opportunities for outdoor activities and healthy living. Students who live here must commit to abstaining from alcohol while on the floor. Examples of activities include ultimate Frisbee, hiking, yoga, healthy living seminar, and family dinners. This community is open to all cohorts and is housed in Founders Hall.

# FREQUENTLY ASKED QUESTIONS

- **Will I be able to see available rooms before I select housing?**

No. You will not be able to view available rooms until your selection time.

- **Can I select a room with my friend who is transferring to Elizabethtown?**

No. You cannot go through housing selection with someone who is not a current residential student of the college. However, you can give up your lottery selection time and number and be placed in housing during the summer to live with the incoming student. Contact the Office of Residence Life if you would like this option.

- **Are lottery numbers based on GPA?**

No. All lottery numbers are based on the number of credits you have earned at the end of the fall semester then randomly assigned within your class. Class is determined by entrance year to the college.

- **What do I do if I don't have a roommate?**

You will request a roommate through your JayWeb account. Residence Life will send further information and instruction via email. Once lottery registration begins you may find a list of available roommates on JayWeb.

- **What if I don't get into the residence hall I want to live in?**

Select alternate housing, then submit your name to Residence Life to be added to a waiting list for your preferred location.

## CONTACT US

**If you have any questions to contact our office:**

**The Office of Residence Life**

**541 S. Mount Joy Street**

**Email: [reslife@etown.edu](mailto:reslife@etown.edu)**

**Phone: 717-361-1197**

**Fax: 717-361-4748**

