**And remember these Important Dates!**

- **March 1-17** Housing Applications open and housing agreements are due
- **March 6-7** Same-room sign-ups/Room Renewals (OPTIONAL - This is for students wishing to reside in the same room for next year only.)
- **March 19-20** Selection for all 2-bedroom, 2-person Center Stage Apartments and Artist Village single suites
- **March 22-23** Selection for all 2-bedroom, 4-person Center Stage Quad Apartments and Artist Village double suites
- **March 26-27** Final selection takes place for all remaining spaces on campus, including partially-vacant Center Stage Apartments and Artist Village suites.

**Students MUST complete their Housing Application AND return to select a room to be eligible to reside on campus. Any students not required to reside on campus who do not select a room during these times will be placed on a wait-list for on-campus housing.**
How to Complete Housing Selection

#1: Log on Housing Portal and sign the Housing Intent Agreement*
(OPTIONAL: COMPLETE SAME-ROOM SIGN-UP)
2. Click on the “College Life Application” tab.
3. Select the 2024-25 College Life Application.
4. Follow the prompts to fill out the application; once this is complete you will be assigned a selection time (24 hours before selection opens) which will allow you to pick your room.

**NOTE:** On March 6-7 during this process you will have the opportunity to renew your current room for next year. If you complete this step, you will NOT be issued a lottery time.

*You must complete the application to get a lottery time for Housing Selection. Completing this process will get you signed up to participate in Housing Selection. There is no cost to sign up to participate. You are only charged if you select housing.

#2: Pick your Roommates and make a Roommate Group
1. While you complete your application, you will have the opportunity to select search for and add up to three (3) other roommates and forming a roommate group.
2. If you do not participate in same-room sign-ups or final selection and wish to live in a 2-or-4-person suite or apartment, you need the appropriate amount of roommates.

**NOTE:** You CANNOT sign up for a suite or apartment (outside of final selection) if you do not have enough roommates to fill the ENTIRE suite or apartment in your roommate group!* This means you MUST have a group of 2 or 4 students.
3. The group leader should click the Verify button on the group screen once all members have been added. After this step, any member of the group can log on to select housing.

➔ Remember, lottery times are based on class seniority: a group with all rising seniors will have a better lottery time than a group with 1 senior and 3 juniors, etc.
➔ In order to form a group, all roommate requests must be MUTUALLY accepted via the housing portal!**

TIPS: How to Set Up Your Roommate Group!
- During the application process, navigate the “Roommate Groups” section.
- You can search by roommate preferences or look someone up by their e-mail. (If someone created a group, you can search for their group name and join it.)
  - If you cannot find someone, make sure that they filled out their housing application!
- Once this is done they will be prompted that you requested them as a roommate. Your roommate will have to “accept” you as a roommate.
- The student you requested as a roommate will be able to see the request on their roommate selection screen in the housing portal.
- Once everyone accepts the roommate requests and the group leader verifies the group you will be ready to pick your room based on your housing selection time.
#3: Wait for your selection time and Participate in Housing Selection

A. Sign into the Housing Portal during your designated selection time. You can see your time posted on the Housing Portal, and will be notified via e-mail 24 hours ahead of your time.

B. Select back into your College Life Application, and click on the “Room Selection” portion of the application which will now be visible.

C. Add to cart the building and room you want.
   a. If you have any roommates, place your roommate(s) into the appropriate room spaces/beds within the apartment.

Don’t go hungry! Choose your meal plan!

After selecting housing, pick a dining plan from the drop-down menu. The All Access Meal Plan gives you the greatest access to the Dining Hall. Please visit the [UNCSA Dining](#) page for more information.

All residents living in **Artist Village** are required to be on the All Access meal plan. If you are going to be a third-year or fourth-year living in the residence halls, you may select the 175 meal plan instead.

Students living in **Center Stage** are **NOT** required to be on the meal plan, but may purchase the 175-meal or All Access meal plan. If you do not wish to be on the meal plan, you must select “No Meal Plan” from the selection screen.

**NOTE!** When you have a roommate group all bed spaces necessary to fill the entire apartment are added to cart automatically. Note that until final selection, you need to have a roommate group that fills the entire apartment. In this example, a roommate groups of 2 is selecting a Center Stage Apartment. Any member of the roommate group can enter and assign housing for all roommate(s).

AND THAT’S IT! MISSION ACCOMPLISHED!
Housing Options

**Center Stage Apartments**

The Center Stage Apartments were built in 2001 and are located adjacent to the campus. Apartment areas do not close during the holiday and Spring Break periods. Populations generally residing in apartment areas include upper-class students, non-traditional aged students and international students.

**Styles**

Double 2BR Apt.: 2-bedroom Apartment for 2 people
Quad-2BR Apt.: 2-bedroom Apartment for 4 people

**Features:** Each apartment has major appliances (i.e. microwave, dishwasher, etc.), Streaming TV, Wi-Fi, and security alarm system. Each student's room has: a standard full bed (Quad Apartments have four twin-size beds), desk, dresser and walk-in closet space, washer and dryer in each apartment.

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**Artist Village**

Artist Village is a community-focused living space designed specifically for student-artists, offering the privacy of suite-style living with in-suite bathrooms. We specifically planned this residence hall to create spaces where you can find the community and inspiration you need for your growth as an artist.

It provides suite-style housing for approximately 450 students, offering two double or single rooms and a suite-shared bathroom space. It features multiple gaming areas, community lounges, community kitchens on the first and fifth floors, studies on each floor and a central laundry facility on the first floor. Unlike apartments, Artist Village is closed for winter, spring, and summer breaks.

**Styles**

Single Suite (2-bedroom, 2-person suite)
Double Suite (2-bedroom, 4-person suite)

**Features:** Suite-style living with in-suite restroom · Microfridge (microwave/refrigerator unit) · Streaming TV · Wi-Fi · Lounges and gaming areas · Community kitchens and on-site laundry · Close proximity to the fitness center, student parking and campus life · POD Market in the hall.
**Be PREPARED! Snoop in on one of our Virtual Housing Selection Info Sessions!**
Come learn about the key items of the housing selection process, including: How to sign up for housing, same-room sign-ups, the lottery, and a live walkthrough of the process!

Sessions will be offered on Zoom [https://uncsa.zoom.us/j/91371296700](https://uncsa.zoom.us/j/91371296700) at these times:

- Tuesday, March 5 at 2:00 PM
- Monday, March 18 at 9:00 PM
- Thursday, March 21 at 9:00 PM

Or Schedule an Individual Meeting with Malissa Giannetti

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**Special Concerns/Accommodations Housing**
To ensure the provision of reasonable and appropriate accommodations, all undergraduate and graduate students requesting accommodations in the academic or living environment on campus must submit documentation which meets the university’s guidelines. Documentation of a disability is evaluated on a case-by-case basis and approved through the office of Disability Resources. Visit the UNCSA Accessibility Resources page for more information and directions on applying for accommodations.
FAQ

GOT QUESTIONS? WE ARE HERE TO SAVE THE DAY!

- What is a Housing Selection Time?
  Your Housing Selection time determines when you can log on and select your desired room for next year. The earlier the time, the earlier you get to pick your room. You are not allowed to select prior to your designated time. Times will be sent out for each selection until you select a housing assignment.

- How does the lottery work?
  Once you complete your housing application, you will be issued a lottery/selection time. For each lottery/housing selection, you will be issued a time the day before the lottery/selection begins until you have selected housing. Lottery/selection numbers are issued in terms of class seniority.

- If I miss my lottery time, does that mean I can no longer log in to select housing?
  NO. Your lottery time is valid until 11:59 P.M. EST of the days that the particular lottery is open. You may select your housing at any time. If you miss your time, other students with lottery times after yours can select housing as well, so don’t miss your time!

- What if I signed up for same-room sign ups, but did not fill my entire apartment?
  Students who participate in same room sign-up do not have to fill their entire apartment and will have an opportunity to “pull in” a roommate by adding them to their roommate group or through notification from ResLife to confirm that a partial vacancy exists after room renewal. Students who miss same room sign-up period forfeit their right to that space and must go through the remainder of the housing selection process. Any unfilled spaces will be available during the final selection.

- What are the fees to live in the different styles of rooms?
  Click here to view all undergraduate tuition and applicable fees (including housing and meal plans).

- Do I have to fill an entire Center Stage apartment or Artist Village suite to select it?
  Yes. In order to view available suites and apartments, your roommate group must match the size of the available room(s). If there are any remaining vacant single spaces in apartments, those will be available during Final Selection taking place from March 26-27.

- What happens if my roommate’s plans change and they do not return in the fall?
  If your roommate’s plans change, you or Residence Life may fill the space with another student or offer you the opportunity to convert the room into a super-single (pending availability of space; double-occupancy bedrooms only).

- I am thinking about becoming an RA. How does this impact my housing?
  RAs will receive housing placements before the end of the semester. If you already selected housing, you will be re-assigned to your RA placement. All RAs will have the option of “pulling in” a suitemate into their Artist Village or Center Stage apartment.

- Can I get on a wait list if I don’t get my first housing choice?
  Yes. After housing selection is over, you may log back into your housing application and put yourself on the Center, or single-room waitlist. You will be notified once wait lists are live.

For further questions, e-mail reslife@uncsa.edu