Housing Application and Room Selection Process

Priority Housing Application Period

April 17th – 24th

apply at: studenthousing.ucsc.edu

housing.ucsc.edu/priority
Overview of Info Session
- Room Selection Flow Chart
- What is Priority Housing Application Period?
- Housing Guarantee

College Nine and College Ten Housing Options
- Residential Hall
- Apartments
- Theme Options: Rumi’s Field & ILC
- Additional Campus Wide Theme/Housing Options

Room Selection & Assignment Process
- Priority Points
- Room Selection Events
  - Early Group Selection
  - Online Community Room Selection Days
  - Wait List

Important Reminders
- Legal Binding Contract
- Housing Contract Application Cancellation
- Roomie Classified

Let’s Review!

Housing Fair
Apply online during the **Priority Housing Application Period, April 17th – April 24th** at studenthousing.ucsc.edu

- **Apt or Res Hall Neighborhood Group**
  - **Early Group Selection** May 15th
  - Invitation sent via email for groups who are eligible for Early Group Selection
  - Submit Group Declaration Form by **May 1st**

- **Group or an Individual**
  - **Online Community Room Selection** May 16th – 17th
  - If you did not select a space during Online Community Selection then
  - **Wait List Begins** May 18th
  - If you did not select a space at Early Group Selection go to
  - If you are not invited to attend Early Group Selection go to
Essentially, the period of time in which you submit a housing application to ensure you receive priority, maintain your housing guarantee and be eligible to participate in the room selection events.

List all your room type preferences and fill out your lifestyle questionnaire as accurate as possible. Be open to various room type options!

Guaranteed students who apply will be eligible to participate in room selection events. Non-Guaranteed students who apply will be automatically added to the wait list.
Guaranteed students who submit a “Fall” application during the Priority Period are guaranteed a space in university housing.

- A housing guarantee ensures a space in university housing, not a particular type of college/facility or specific room type.
- Failure to apply during the Priority Period will void any existing housing guarantee.
- Visit housing.ucsc.edu/publications for more guarantee information.

Students who do not have housing guarantees can still apply and will be added to the wait list.
Q. How do I know if I have a housing guarantee?

A. Most students receive a two-year guarantee when they enter UCSC*. Depending on the year you entered, you may have a guarantee if you:

- Indicated a preference for university housing when you accepted your offer of admission.
- Met all housing application deadlines.
- Maintained continuous university housing.
- Adhered to all Terms and Conditions of residence (conduct and financial contractual responsibilities).
# Undergraduate Housing Guarantee

<table>
<thead>
<tr>
<th>Housing Guarantees</th>
<th>New Freshmen</th>
<th>New Transfers</th>
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<tr>
<td><strong>Standard Housing Guarantee</strong></td>
<td>2 years</td>
<td>1 years</td>
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<tr>
<td><strong>Educational Opportunity Program (EOP)</strong></td>
<td>3 years</td>
<td>2 years</td>
</tr>
<tr>
<td><strong>International Students</strong></td>
<td>4 years</td>
<td>2 years</td>
</tr>
<tr>
<td>Undergraduate, international students attending UCSC on a visa and enrolled in a degree seeking program at UCSC.</td>
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<tr>
<td><strong>K.S. Pister Leadership Opportunity Program</strong></td>
<td>n/a</td>
<td>2 years</td>
</tr>
<tr>
<td><strong>Military Veterans</strong></td>
<td>4 years</td>
<td>2 years</td>
</tr>
<tr>
<td><strong>Regents Scholars</strong></td>
<td>4 years</td>
<td>2 years</td>
</tr>
<tr>
<td><strong>Smith Renaissance Society</strong></td>
<td>4 years</td>
<td>2 years</td>
</tr>
</tbody>
</table>

* New transfer students who enter UCSC fall 2017 or later receive a 1-year guarantee; transfers who entered prior to fall 2017 are eligible for a 2-year guarantee.

** New EOP freshmen who enter UCSC fall 2017 or later receive a 3-year guarantee; EOP freshmen who entered prior to fall 2017 are eligible for a 4-year guarantee.

(visit: http://housing.ucsc.edu/guarantee/index.html)
What happens if I forget to apply during the priority application period?

um, try not to?
Students who apply after the priority period:

1. Will not be eligible for room selection events
2. Will not be eligible for Rate Saver
3. Will lose their housing guarantee (if have one).
4. Will be Automatically added to the wait list
College Nine & College Ten

Housing Options
College Nine & College Ten
HOUSING OPTIONS

- Continuing Student Res Halls
- Apartments
- Theme Floors in the Res Halls:
  - College Ten: Rumi’s Field – a nonviolent communication learning community
  - Single gender floors (typically all-female, all-male floor depending on demand)
- ILC – International Living Center
- Additional Campus Wide Theme Options
Continuing Student Res Halls

- **Gandhi** – College Nine (R2)
- **Amnesty** – College Ten (R5)
- Kitchen Co-op Access for Continuing Students
- Triples and Singles in Res Halls (*No doubles rooms*)
- Save money with **Rate Saver!**
Continuing Student Residence Hall Options

- Reserved buildings mainly for continuing students.
- Create a "neighborhood" for you and your friends by selecting a block of adjacent rooms during Early Group Selection.
- Save money with the Rate Saver discount!
Any student who applies during the Priority Period and selects (or is assigned to) a Residence Hall space will automatically lock-in this year’s room and meal plan rates for next year.

Save as much as $400!
Apartments

College Nine and College Ten have 3 Apartment Buildings…Over 45 Apartments!

- Fully Furnished
- Live with friends from either College Nine or College Ten, and even friends from other colleges. **However, priority goes to College Nine & College Ten affiliates. Each member must apply to same college!**

What types of Apartment configurations are available?...
Apartment Configurations

4-Person (only 1) or 5-Person Apartment

- 4 Person Apartment: 1 Triple, 1 Single (only 1 - attached to Res Hall)
- 5 Person Apartment: 1 Double and 1 Triple (only 2)
- 5 Person Apartment: 1 Small Double and 1 Triple (only 4 – attached to Res Halls)
- 5 Person Apartment: 1 Small Double and 1 Large Triple (only 1)
Apartment Configurations

6-Person Apartment (**our most common configuration**) or 7-Person Apartment

- 6 Person Apartment: 2 Triples
- 6 Person Apartment: 1 Triple and 1 Large Triple
- 6 Person Apartment: 2 Large Triples
- 7 Person Apartment: 1 Quad and 1 Triple (**only 1**)
Apartment Configurations

6-Person Apartment (*our most common configuration*)

- 6 Person Apartment - 1 Single, 1 Small Double and 1 Large Triple (only 2)
- 6 Person Apartment - 2 Singles and 2 Small Doubles
About 50% of our apartments are reserved exclusively for complete apartment groups to select on Early Group Selection day (Monday, May 15th).

The remainder will be available during Online Room Selection (May 16th-17th) - opportunity for both individuals and groups (full and partial) to select apartment spaces.
The International Living Center (ILC) is a unique undergraduate apartment community made up of a mix of US and International Students. Occupying apartment buildings 4 and 5 in Colleges Nine and Ten, this small community of only about 100+ students offers a unique living and learning environment that fosters understanding, cooperation, and friendship among people from different nations, cultures, and backgrounds.

The ILC is now part of the Campus Wide Theme Options in all housing applications!

Please follow this link for more information about the ILC and requirements to apply for this special community: http://collegenine.ucsc.edu/residential-life/housing/ilc/index.html
International Living Center

- The ILC offers a unique chance to live in an undergraduate apartment community made up of a mix of US and International students
- Supplemental Application and acceptance is required
- Residents can take an optional 2-unit class in the Fall
- If interested choose “strongly prefer” or “prefer” on your application for this option and fill out the supplemental application
Named after a renowned peace-seeking Sufi poet, Rumi’s Field is College Ten’s Non-Violent Communication theme floor.

- Supplemental Application and acceptance to floor required
- Mixed community of first years and continuing students
- **Required 1 credit course** in Fall which explores topics of non-violent communication
- If accepted, you can choose your room through the Housing Office before Room Selection week!
**Rosa Parks African-American Theme House (R.PAATH) at Stevenson College:** For students whose interests span historical, present-day, and future experiences of predominantly Black/African American communities.

**Trans-Inclusive House located at Redwood Grove:** Intended to create safer and supportive spaces to live for transgender and gender-nonconforming students, and their allies. Students may room together regardless of gender or legal gender.

**Recovery Housing: Clean and Sober at Porter College:** Students in recovery live with other students in recovery who are alcohol, marijuana and other drug free.

- If interested select “strongly prefer” or “prefer” on your housing application for this option
- Fill out the Supplemental Application and acceptance to the theme option required
- You’ll receive an email from this theme community with the assignment process and strict deadlines – look out for that!
Additional Housing Options
Redwood Grove

- Located on the west side of campus, between Kresge College and Graduate Student Housing.
- Available to students of all colleges.
- A small 28 apartment community. Each apartment has a combination of single and small double bedrooms, a living room, kitchen, dining area, and bathroom.
- 7-day, 5-day, or 55-Meal Plan required.
The Village

- Located near the East Field/East Remote Lot, and the Music Center.
- Available to students of all colleges.
- Each house features nine single rooms, three bathrooms, and one kitchenette.
- No meal plan required; however optional meal plans are available.
- Large community kitchen with multiple stations, TV lounge, and laundry room available.
- Priority Points NOT based on affiliation – great for multi-affiliate groups!
University Town Center

- **Located in downtown Santa Cruz** amidst all that downtown has to offer. Riding the Metro buses or UCSC bike shuttle makes getting to campus easy.

- Available to **continuing students of all colleges**.

- Double and Triple occupancy **studio apartments** with private bathrooms and kitchenettes.

- **No meal plan** required; however optional meal plans are available.

- Large **TV lounge, computer/study area, and laundry room** available.

- Priority Points NOT based on affiliation – great for multi-affiliate groups!
Room Selection & Assignment Processes
Room Selection is an opportunity for eligible, guaranteed continuing students to explore their on-campus housing options for next year! Eligible students must apply during the Priority Housing Application Period to be able to participate in room selection events.

- **Monday, May 15th**: Early Group Selection
- **Tuesday, May 16th** and **Wednesday, May 17th**: Online Community Room Selection
- **Thursday, May 18th**: Wait List Begins
Room Selection

- **Non-guaranteed** applications will not be considered until all housing guarantees have been honored.

- **Guaranteed students** can select housing individually or as part of a group with other guaranteed students.
  
  - *Note: students must apply for the same community, either College Nine or College Ten, in order to form a group.*
A point system is used to determine the order in which students with housing guarantees will be invited to select apartments/rooms. Points are awarded based on a student’s affiliation with their applied-for-college and the year the student entered UCSC. You receive the highest priority for selection at your affiliated colleges.

### Priority Point System

<table>
<thead>
<tr>
<th>College Affiliation</th>
<th>Priority Points</th>
<th>Year of Entry**</th>
<th>Priority Points</th>
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<tbody>
<tr>
<td>Affiliate</td>
<td>3</td>
<td>2013 or 2014</td>
<td>3</td>
</tr>
<tr>
<td>Non-Affiliate</td>
<td>0</td>
<td>2015</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>2016</td>
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### Scenarios

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<tr>
<th>College Affiliation</th>
<th>Year of Entry**</th>
<th>Points</th>
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<tbody>
<tr>
<td>Affiliate</td>
<td>2013 or 2014</td>
<td>6</td>
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<td>Affiliate</td>
<td>2015</td>
<td>5</td>
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<td>Affiliate</td>
<td>2016</td>
<td>4</td>
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<tr>
<td>Non-Affiliate</td>
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<td>Non-Affiliate</td>
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</tr>
<tr>
<td>Non-Affiliate</td>
<td>2016</td>
<td>1</td>
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Early Group Selection
Monday, May 15th

Applicants wanting to select a full apartment or a block of residence hall rooms can reserve a space early and bypass the online Room Selection process by participating in Early Group Selection.

By Monday, May 15th 5PM your group must submit a declaration form to the College Nine and College Ten Housing Office.

Monday, May 8th, groups will be notified if they are invited to select during Early Group Selection or if they will participate in online Room Selection.
What's the difference between an Apartment Group & a Res Hall Neighborhood Group?

- Res Hall Group = A **minimum of 3 applicants for 2 or more rooms** in a Res Hall (Max group of 20)

  Example: 3 applicants for 3 singles OR 4 applicants for 1 single & 1 triple

- An Apartment group = a **complete** group to fill an entire apartment (4, 5, 6, or 7 people)

*No partial groups are eligible to apply for Early Group Selection*
How are groups selected to be invited?

• Groups will be selected based on the cumulative priority points of their entire group.

• Each applicant MUST be eligible and guaranteed for housing and apply during Priority Housing Application Period.

• Each group MUST submit a Declaration Form to the College Nine & College Ten Housing Office by Monday, May 1st 5pm.

• Failure of just one member to meet these requirements can disqualify the whole group!

• For Apartment groups, all members must have applied to the same college!

• **On Monday, May 8th**, groups will be notified via email from the College Nine and College Ten Housing Office if they are invited to Early Group Selection, and receive an appointment time. At the appointment, groups will select their apartments/rooms and be assigned on the spot by the Housing Coordinator!
Early Group Selection

Monday, May 15th

• Each appointment lasts only about 5 minutes for Apartment groups, slightly longer for Res Hall groups, depending on the group size.

• Come prepared with different options for your group if your first choice is unavailable! During the appointment time, groups will choose their Apartment or Res Hall spaces.

• If you or other group members are unable to attend during your appointed time, you can designate someone to serve as a Proxy on your Apartment or Res Hall Neighborhood Group form. **Group members please make sure you report to your Proxy all your preferences to avoid being placed in a room you do not prefer.** If no one from your group can attend, then a separate Proxy can be designated, but you must notify the Housing Coordinator prior to your appointment for approval.
How does my group apply?

Declaration forms will be available starting Monday, April 17th

• Pick one up in the College Nine and College Ten Res Life & Housing Office in RH 1 Hague House

• Get them at the Housing Fair on April 18th (7:00-8:30 pm in Namaste Lounge)

• Download from the College Nine and College Ten websites (link will be posted under Residential Life, 2017 Online Room Selection starting April 17th)
Declaration Forms - available beginning April 17th & Due by May 1st

Res Hall Neighborhood Group Declaration Form

Res Hall Neighborhood Groups: 3 or more people for 3 or more adjacent rooms and must be able to fill all available spaces in selected rooms. Priority is given based on collective points of all members. (Max of 20 members)

Group Members Checklist:
- All must submit a housing application during the Priority Housing Application Period (April 17th - 24th)
- All must apply to the SAME college (either College Nine or College Ten)
- All must be eligible and guaranteed for housing (affiliates will have the highest priority)

Deadline to Submit: Monday, May 1st, 2017 by 5:00PM
(Return to the College Nine and College Ten Residential Life and Housing Office)

<table>
<thead>
<tr>
<th>Contact Person:</th>
<th>Phone:</th>
<th>Date of Submission:</th>
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<tbody>
<tr>
<td>college Applied to (Nine or Ten):</td>
<td>total number in Res Hall group:</td>
<td></td>
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</table>

*Signature below indicates agreement that the contact person will serve as proxy and can make decisions for the group.

<table>
<thead>
<tr>
<th>SID</th>
<th>Print Name (Last, First)</th>
<th>college Affiliation</th>
<th>contact # (cell phone)</th>
<th>Points</th>
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(Additional space on back)

Apartment Group Declaration Form

Apartment Group must be able to fill an entire 4, 5, 6, or 7 person apartment. Priority is given based on collective points of all members.

Group Members Checklist:
- All must submit a housing application during the Priority Housing Application Period (April 17th - 24th)
- All must apply to the SAME college (either College Nine or College Ten)
- All must be eligible and guaranteed for housing (affiliates will have the highest priority)

Deadline to Submit: Monday, May 1st, 2017 by 5:00PM
(Return to the College Nine and College Ten Residential Life and Housing Office)

<table>
<thead>
<tr>
<th>Contact Person:</th>
<th>Phone:</th>
<th>Date of Submission:</th>
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<tbody>
<tr>
<td>college Applied to (Nine or Ten):</td>
<td>Apt Group Type (4, 5, 6, or 7 person):</td>
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If my group is not selected for Early Group Selection as an Apartment Group, we want to be considered for a Res Hall Group (circle): YES / NO

*Signature below indicates agreement that the contact person will serve as proxy and can make decisions for the group.

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<thead>
<tr>
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<th>Print Name (Last, First)</th>
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| Totals: | Lottery Number: |

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<tr>
<th>SID</th>
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<th>Year of Entry</th>
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<th>Points</th>
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| Totals: | Lottery Number: |

Rev. 3/23/17
Online Community Room Selection
Tuesday, May 16th – Wednesday, May 17th

An opportunity for eligible students to select a space at their applied-for-community either individually or as part of group through the online room selection process. Pick a housing space in the Residence Halls or in the Apartments, online with your access code and appointment time that will be emailed to you by the Campus Housing Office.
On Thursday, May 11th, all students who submitted an application during the priority period will receive an Online Room Selection Invitation Email at their UCSC email address from Student Housing Services.

The email will contain an access code and appointment time to log in to studenthousing.ucsc.edu and select your housing!

Note: Students who have selected a space during Early Group Selection do not participate in the online process.
Community Room Selection
May 16\textsuperscript{th} - 17\textsuperscript{th}

Important Tips:

- You may select a space \textit{individually or as part of a group}.
- Remember, only eligible, guaranteed students can participate.
- \textbf{If you are part of a group, determine who has the earliest appointment} time and allow that person to log in to select housing for the group.
- Once you’ve identified your group leader, you will need to share your access code with them. By doing so, you authorize your friend to assign you into a housing space!
Make a plan! **Talk to your group ahead of time about what types of rooms each person is willing to accept** and who will share a room with whom. Having a plan – *and back-up plans* – will make the selection process easier for your group.

**Partial groups are allowed**, so you can select spaces in an apartment/room even if your group won’t completely fill the space. Just remember, if there are unassigned spaces in your apartment/room, they will be filled by other students during room selection or by the Housing Staff at your community.
What happens if I was unable to select a room during Room Selection Week?
While most students will select their own housing through the room selection process, those who don’t, will need to be assigned housing by their Housing Coordinator.

**Your active application represents your interest** and you will be assigned housing as soon as a space matching your preference(s) becomes available. – this can happen with or without advanced notice and will be based on the preference you list on your housing application. If a space matching your preference(s) is not available, your Housing Coordinator may offer you an alternative.

Each community maintains a **guaranteed** and **non-guaranteed waitlist**. Students on the guaranteed waiting list have priority for placement.

If you **fail to respond** to an offer of housing or you **opt to wait** for one of your preferred spaces, you will be **moved to the non-guaranteed waitlist**.

There will not be sufficient housing inventory for all non-guaranteed students.

**IMPORTANT NOTE:** If you no longer want University Housing you must cancel your application through studenthousing.ucsc.edu immediately and notify your Housing Coordinator! If you are placed and then want to cancel your housing, a cancellation fee will be assessed (from $150 - $350)
Community Staff Assign
Wait List Students

Some things to keep in mind while you await an assignment:

▪ **Your guarantee ensures a space** in university housing. We are committed to providing a space to all guaranteed students.

▪ **Be patient and flexible** – you may not be assigned until late in the summer.

▪ **We will work with you** to find you an available space either at your applied-for-community or elsewhere on campus.

▪ A confirmation email will be sent to your UCSC email address when you have been assigned housing.

▪ **Contact your Housing Coordinator if you would like to update** the room preferences listed in your housing application.

▪ **Keep your contact information up-to-date** (cell phone, permanent phone) in the Student Portal. **Check your UCSC email frequently for communications from the Housing Coordinator!** We may need to contact you regarding your placement.
Important Reminders
Important Reminders

▪ Once you are assigned housing, your housing application becomes a **legally binding contract** that is valid for the entire 2017 - 2018 academic year. Read your contract! (available online at housing.ucsc.edu)

▪ If you want to update your application after the Priority Housing Application Period ends – **DON’T DELETE YOUR APPLICATION AND REAPPLY!** This will negate your priority status and make you ineligible for Room Selection.
Important Reminders

Cancellation Policy BEFORE Fall quarter starts:

- It is your responsibility to cancel your application/contract (studenthousing.ucsc.edu) if you are no longer interested in housing.
- There is no fee for cancelling if you have not been assigned to a space yet (wait list application).
- When a confirmed contract/reserved housing space is cancelled you will be billed according to the following schedule.

<table>
<thead>
<tr>
<th>Cancellation Date</th>
<th>Cancellation Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>On or before July 1</td>
<td>$150.00</td>
</tr>
<tr>
<td>July 2 through August 1</td>
<td>$250.00</td>
</tr>
<tr>
<td>After August 1</td>
<td>$350.00</td>
</tr>
</tbody>
</table>
Looking for a roommate? We have a “Roomie Classified Ad” where you list your preferences and can find a roommate!

• This is ONLY for College Nine and College Ten Housing options

• Ads will be at the Housing Office and Housing Fair for any roommate seekers
Let's Review!
Timeline

- **April 17th – 24th:** Priority Housing Application Period – apply for fall housing!
- **May 1st:** Deadline to turn in Declaration Form for Early Group Selection
- **By May 8th:** groups will be notified by college if they are invited to select during Early Group Selection or if they will participate in online Room Selection
- **May 11th:** Room Selection invitation emails sent to students via UCSC email from Student Housing Services if invited to participate in Online Room Selection
- **May 15th:** Early Group Selection at your community for invited groups
- **May 16th – 17th:** Online Room Selection (for the community you applied to)
- **Beginning May 18th and continuing through the summer:** Housing Coordinators assign you into housing assignments, as spaces become available
Review of Processes

**Early Group Selection**
- **April 17th – 24th**: Apply at studenthousing.ucsc.edu (each intended group member must have a fall application/contract)
- **April 17th – May 1st**: Submit Group Declaration Form for Early Group Selection to Housing Office
- **May 8th**: Groups notified by email if invited to participate in Early Group
- **May 15th**: If selected, choose housing space with Housing Staff in Namaste Lounge

**Community Room Selection**
- **April 17th – 24th**: Apply at studenthousing.ucsc.edu (each intended group member must have a fall application/contract)
- **May 11th**: Receive invitation email containing access code and appointment time
- **May 16th – 17th**: Log in to studenthousing.ucsc.edu at designated appointment time to select housing
Review of Processes

Housing Coordinator Assigns Housing

- Beginning May 18\textsuperscript{th} and continuing throughout the summer
  - Active application represents your interest in housing
  - Space is assigned as it becomes available
  - Be patient and flexible, and stay in touch with your Housing Coordinator.
  - You will receive a confirmation email (at your UCSC email address) when you have been assigned housing.
Apply online during the Priority Housing Application Period, April 17th – April 24th at studenthousing.ucsc.edu

If not invited to attend Early Group Selection go to

Submit Group Declaration Form by May 1st

Invitation sent via email for groups who are eligible for Early Group Selection

If did not select a space at Early Group Selection go to

Early Group Selection May 15th

If did not select a space during Online Community Selection then

Online Community Room Selection May 16th – 17th

Wait List Begins May 18th

If did not select a space go to
HOUSING FAIR
Tuesday, April 18, 2017
7:00 – 8:30 pm
@NAMASTE LOUNGE

Come learn more about housing, enjoy a slice of pizza and enter a raffle to win some cool prizes!

✓ Room selection info booth for guaranteed students
✓ Off-campus housing resources
✓ Hands on help with application process
✓ Themed floor representatives available for questions
College Nine and College Ten
Residential Life and Housing Office
E-mail: 9housing10@ucsc.edu

College Nine website - http://collegenine.ucsc.edu/residential-life/
College Ten website - http://collegeten.ucsc.edu/residential-life/

Any questions?