FALL 2015 ROOM LOTTERY FAQ

Room Selection

1. When will I be able to view my lottery time?
   - Go to http://mwsu.edu/housing/
   - Click “Housing Log In”
   - Log into the application using your Mustang’s ID number (username) and date of birth (1/12/2012)-must use the dashes.
   - **All returning residents will be able to view their lottery time on February 21st.**
     i. **Current Sundance Court Residents living in 2 bedroom apartments** will be assigned a lottery number allowing them to log in at certain times beginning **February 23, 2015.**
     ii. **Current Sunwatcher Village Residents living in 2 bedroom apartments** will be assigned a lottery number allowing them to log in at certain times beginning **February 23, 2015.**
     iii. **Current Sundance Court Residents living in 4 bedroom apartments** will be assigned a lottery number allowing them to log in at certain times beginning **March 2, 2015.**
     iv. **Current Sunwatcher Village Residents living in 4 bedroom apartments** will be assigned a lottery number allowing them to log in at certain times beginning **March 2, 2015.**
     v. **Current Mustang Village Residents living in 3 bedroom apartments** will be assigned a lottery number allowing them to log in at certain times beginning **March 2, 2015.**
     vi. **Current McCullough-Trigg, Killingsworth & Pierce Hall Residents** will be assigned a lottery number allowing them to log in at certain times beginning **March 9, 2015.**

2. I need to select a room, what do I do?
   - Go to http://mwsu.edu/housing/
   - Click “Housing Log In”
   - Log into the application using your Mustang’s ID number (username) and date of birth (1/12/2012)-must use the dashes.
   - Click on link to select your room, under Fall 2015.
   - You will select the building of your choice.
     o Sundance 2 Bedroom
     o Sunwatcher 2 Bedroom
     o Sundance 4 Bedroom
     o Sunwatcher 4 Bedroom
     o Mustang Village 3 Bedroom
3. I want to live with my requested roommates, how do we live together?
   - If you requested roommates during the housing intention (and they requested you in return), you will be able to select your roommates when picking a room. You will be able to select all or some of your roommates by checking their name.
   - Only roommates who were confirmed (mutually requested) will be available to select during the process.

4. There are 4 of us who want to live together and nothing is available, what do we do?
   - If there are no options you can
     i. Select another building option.
     ii. Or decrease your number of roommates by unchecking a roommate.

5. I live in Sunwatcher, Sundance, or Mustang Village, can I get my same room?
   - Unfortunately, no one is guaranteed the same room. When your lottery time comes up, you will be able to select from available apartments.

6. I live in the apartments and there are no rooms available. What do I do?
   - In an effort to accommodate ALL of our residential students, we have held a second block of rooms in the apartments that will open at the same time as the lottery times for our residence hall residents. This will happen in the afternoon of **March 9, 2015**. You can wait to try and select a room at that time, get on the waiting list for certain buildings (we likely will not be able to accommodate roommate requests) or choose to live off campus on your own.

7. I live in McCullough-Trigg, Killingsworth, or Pierce. I logged in and found that there are no rooms **available**, what do I need to do?
   - The MSU Housing Office hopes to accommodate all students who want to live in MSU Housing. If you log in to select a room and find there is nothing available, that means we are currently out of available rooms. If you would still like to live in university housing, please come into the MSU Housing Office and we will place you on a wait list.

8. I’m on the wait list for a room, what does that mean?
   - Unfortunately, MSU Housing does not have enough space to initially give everyone a room. However, we receive many cancellations between room selection and start of the Fall 2015 semester. Last year, we accommodated over 100 people off our wait list and got them into a room within university housing.
If you find yourself on the waitlist, do not panic. You will be contacted throughout the end of the spring semester and summer term regarding your status on the waitlist and where you are on the list.

9. I logged on to pick a room and noticed that the only spot available was Mustang Village. Does this mean I will no longer be part of MSU Housing and need to sign a lease with them on my own?
   • NO!! We have worked with Mustang Village (MV) to lease a large number of apartments under our name. In turn, we will be renting these rooms to you just like we do in Sunwatcher Village and Sundance Court. You will still be affiliated with university housing, still be assigned a room number at MV by housing staff, and be billed for housing just like if you lived on campus (yes you can use financial aid just like if you lived in Sunwatcher/Sundance). You will still have an RA, Hall Director, and terms that are the same as if you lived on campus. The only difference will be that you are not physically on campus.
   • Please note: We are doing our best to accommodate unprecedented housing demand. As the university continues to grow, we are realizing a shortage of housing beds until additional housing facilities come online. Just like when you were a new student at MSU, we are trying to balance the large freshmen classes with large numbers of students wanting to return to university housing.

10. I live in the Residence Halls (Killingsworth, Pierce, and McCullough-Trigg), and I cannot afford to live in the apartments. What do I do?
    • MSU Housing understands financial hardship and will help students through the process. Please come into the Housing Office and speak with one of our staff members and we will be happy to help you.
    • Please note: We are doing our best to accommodate another large freshmen class to the residence halls and will need most of the available space in Pierce, Killingsworth, and McCullough-Trigg for the incoming class.

11. I logged on and **do not have a lottery time**, what do I do?
    • This is most likely because you did not complete the housing intention form telling us that you wanted to come back to university housing. Please come by the MSU Housing Office to get on a wait list. You will be assigned a spot, **if space is available**, after the entire room selection process is completed on March 13th.

**Not Returning to MSU and/or MSU Housing**

1. I’m not returning to MSU and/or MSU Housing, what do I need to do?
   a. If you filled out the housing intention form and told us originally that you were not coming back, there is nothing else you need to do.
b. If you filled out the housing intention form telling us that you were coming back but have since changed your mind, please do not select a room and contact the MSU Housing office as soon as possible.

**Meal Plan Questions:**

1. If I get into the apartments, is a meal plan required?
   - No, you are not required to have a meal plan.
   - Once meal plan options are available, the MSU Housing Office will send you information. We are entering into a new Dining Contract with a new provider and will be finalizing meal plan options over the course of this semester. Once finalized, you will have multiple options to take advantage of brand new dining services.

**Billing & Other Questions:**

1. I selected my room, when will I be billed?
   - Your account will be billed, for the room you selected, before the fall semester and it will show up on your MSU account under Web World.
   - The Spring semester will be billed at the end of the fall.
   - Each semester is billed separately.

**EVERY RESIDENT IS BILLED FOR THE ENTIRE SEMESTER AT ONCE. THERE WILL BE A FALL 2015 BILL AND A SPRING 2015 BILL. THERE IS NO MONTHLY BILLING.**

If you need a payment plan, you will set it up with the MSU Business Office.

2. I selected my room, what else do I need to do?
   - After selecting your room, you will need to register for Fall 2015 classes during early registration. If you do not early register, you will be required to inform us of when you intend to register.
   - **Any student who has not registered for classes by July 1st** and has not worked out a preapproved plan with the Office of Housing and Dining Services, risks having their Fall 2015 room assignment cancelled.
Cancellation Policy

7. Cancellation/Refund Policy

A. If a student has reserved a room for either the fall or spring semester, and breaks the housing agreement for any reason that is not academically approved, the student will receive a refund of the housing charges according to the following schedule:

<table>
<thead>
<tr>
<th>REFUND</th>
<th>FALL SEMESTER</th>
<th>SPRING SEMESTER (new residents)</th>
<th>SPRING SEMESTER (returning residents)</th>
<th>SUMMER I</th>
<th>SUMMER II</th>
</tr>
</thead>
<tbody>
<tr>
<td>100% + $100 Deposit</td>
<td>Before July 1</td>
<td>Before January 1</td>
<td>N/A</td>
<td>Before May 15</td>
<td>Before June 20</td>
</tr>
<tr>
<td>80% + Forfeit Deposit</td>
<td>July 1 - Prior to move-in day</td>
<td>January 1 - Prior to move-in day</td>
<td>Prior to move-in day</td>
<td>May 15 - Prior to move-in day</td>
<td>June 20 - Prior to move-in day</td>
</tr>
<tr>
<td>75% + Forfeit Deposit</td>
<td>Move-in day - During 2nd week of class</td>
<td>Move-in day - During 2nd week of class</td>
<td>Move-in day - During 2nd week of class</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>50% + Forfeit Deposit</td>
<td>During 3rd week of class</td>
<td>During 3rd week of class</td>
<td>During 3rd week of class</td>
<td>Move-in day - During 2nd week of class</td>
<td>Move-in day - During 2nd week of class</td>
</tr>
<tr>
<td>25% + Forfeit Deposit</td>
<td>During 4th week of class</td>
<td>During 4th week of class</td>
<td>During 4th week of class</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>NONE + Forfeit Deposit</td>
<td>After 4th week of class</td>
<td>After 4th week of class</td>
<td>After 4th week of class</td>
<td>After 2nd week of class</td>
<td>After 2nd week of class</td>
</tr>
</tbody>
</table>

NOTE: A student who is enrolled in courses and required to reside on campus per the Housing Policy but does not sign up for campus housing will be assessed the semi-private semester room rate for Killingsworth or Pierce Hall.

B. If a student leaves the University for an academically approved reason and notifies the Office of Housing and Dining Services by properly submitting a Departure Notice Form, the student's housing obligation ceases in accordance with the refund schedule above with no penalty and the student will receive his/her deposit less any damages.
C. A refund for meals (if applicable) will be made only for the unused portion of the meal plan beginning the Wednesday after the student moves out of housing.

D. Students living on campus during the spring semester who intend to return to University Housing the following fall semester must complete the fall room selection/assignment process and fulfill one of the following obligations:

- Be registered for fall courses before July 1
- Notify university housing in writing before July 1 of their intent to late register for fall courses

Students who do not comply with these guidelines, and meet the criteria to be eligible to live off campus, will forfeit their fall room assignment and be eligible for a refund of the $100 Housing Reservation Deposit in accordance with the guidelines set forth in this handbook.