

June 24, 2021

Dear ,

As part of the housing application process, you will have the opportunity to choose a roommate whom you wish to live with. This will be a great opportunity to make new friends. The process to select your roommate will begin **Wednesday, June 30th and will end July 6th.**

When roommate selection begins, please complete the steps below to search and select a roommate(s).

1. Log in to the housing portal through your Single Sign On.
2. Click on "Go to Application," select "2021-2022 Academic Year," then click 'Save and Continue'.
3. Then fill out the demographic questions and click 'Save and Continue'.
4. Make your choice regarding renters' insurance and click 'Save and Continue'. Note: Renter's insurance is optional.
5. Click on "Roommate Groups" page on the process bar.
6. Scroll to the bottom right corner of the Roommates Group page and proceed to search for rooms by details, profiles, or suggested roommates.
7. On a student's profile click 'Send Message' to start communicating.
8. To send a roommate request, click the 'Request to be Roommate's' button.
9. To accept a roommate request, go to the roommate group page and click the 'Accept' button on the roommate request.
10. Click 'verify group' button to finalize the group.

Check out our [Roommate Selection Tutorial](#) to see how to navigate the system and choose a roommate. It is highly encouraged to watch the tutorial as it has more detailed instructions and information.

Single Room Status emails and Community placement emails will be sent out before roommate selection begins so, please be sure to monitor your email.

SPECIAL NOTE: As a reminder all placements are final. We do not honor any roommate requests found outside the housing portal, on any social media platform or other forms. The students you find in your search will be those who are also in the same community. If you end up looking for someone specific and get no results, they are either not in the same community, cancelled housing, or did not complete their application.

Once again, congratulations and we are excited for you to be a member of Housing. GO BEACH!

Sincerely,

Roshan Jayasinghe
Housing Occupancy Analyst
Housing and Residential Life

This is an automated message, if you have questions email or call the housing office at 562.985.4187