

# Housing Portal



Your room selection period has not started. Please refer back to your room selection start date information to determine when you are permitted to select a room online.

**Welcome to the Housing Portal at Earlham College. Here you will be able to submit your housing questionnaire, sign your housing contract, and - for current students - select your room for the upcoming academic year. Below you will find links to the online forms and services available to you at this time. If have questions, please don't be afraid to ask!**



## 2019 Fall

- [Contract Agreement and Preferences - Fall 2019](#): You submitted a completed form on 3/13/2019 12:45 PM.
- [Roommate Requests](#)
- [Gender-Inclusive Housing Preference](#)
- [Meal Plan Request](#)
- [ROOM SELECTION \(Gender-Inclusive Options\) - 2019](#) (ends at 3/15/2019)



Once you have completed your application, you will be able to make changes to certain preferences by clicking on the desired hyperlink. Also, you can access the Room Selection hyperlink when your access day has arrived! Each student, depending on their access day, will be able to choose a room starting at 9am. If you have forgotten your access day, please refer to the 'Contract Agreement and Preference' hyperlink or your "Application Complete" email confirmation.

# Search for a Room



At least one of the included Requested Roommates cannot be assigned with you due to Institutional restrictions. See the Office of Residence Life if you have questions.

You are not currently assigned to a room in this term.



Search for  
a Room



Review the  
Search Results



Select Your  
Room

Use the filters below to search for an available room on-campus for Fall 2019. You need to specify a facility to search, but the other filters are optional. If you have a confirmed roommate or roommates, you will see their names listed below. To include them in your room selection process, you must check the box next to their name(s).

Please note: if your requested roommate are not listed below, it is either because they have not requested you as a roommate OR because they have already selected a room on-campus and you can no longer pull them into your room.

## Requested Roommates

- ☒ Include Jen Delete
- ☒ Include Jessica Delete
- ☒ Include Jordan Delete

Please be sure to select all of your Requested Roommates before you proceed with choosing a room. This will be the only way that they will be assigned to a specific area with you.

The most common reason for this message is due to whether a requested roommate(s) opted into/out of Gender-Inclusive Housing. If you have opted in Gender Inclusive housing but your Requested Roommate(s) did not opt in or vice versa, then you will be prevented from including them as your roommates when you select a room. Please verify with your requested roommate(s) if they have opted into/out of Gender-Inclusive Housing. They can opt in/out at any time by going to the Home Page of this site and clicking the 'Gender-Inclusive Housing Preference' hyperlink. If this is not the issue, please reach out to the Office of Residence Life.

Please Note: You have opted into gender-inclusive housing . Because of this, the only facility options that will display in the room selection tool will be Campus Village, Mills Hall, Warren Hall, Wilson Hall, and Earlham Hall. If you do not want to live in any of these facilities, return to the Housing Portal homepage and change your Gender-Inclusive Housing Preference.

### Specify a Building

\*Select a Facility

Room Type

Be sure to indicate a specific area of campus you are looking for in order to narrow your search. You are welcome to include a specific room type, but it is not required. If you do choose a room type, please be sure that it is within the area you are searching for available rooms. Ex: a Room Type for Campus Village would be an Apartment Double or Apartment Single.

### Search by Student Already Assigned (optional)

To select an open space with another student, you must specify the individuals full last name and the building they have already selected.

Last Name

If you know of someone that is already assigned to a space with an opening, you can search for them using this function. Be sure to only use their legal last name and to NOT hit the space bar after spelling out the name. Also, do not forget to specify the facility they are assigned to above.

Search

# Room Selection Search Results - Page 1



Room Search in progress...



Search for  
a Room



Review the  
Search Results



Select Your  
Room

After you have included the proper information for your search, you will be presented with the number of available rooms. You are also welcome to look at the floor plans for a given floor.

Below are the available rooms based on your search criteria and spaces not yet taken. Review the list below and click on a room you are interested in living in next year. If someone has already selected to live in the room, you will see their details on the next page.

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To select a room, click on the hyperlinked room of choice. Depending on the number of requested roommates, you will only be able to see options that can accommodate your group size.

[Return to Search Criteria](#)

Name	Room Type	Capacity	Occupants	Open Spaces	Theme/Community	Floor Plan (copy/paste the URL into a new browser)
<a href="#">Mills Hall 120A/B</a>	Suite	4	0	4		<a href="https://earlham.edu/media/3597564/Mills-1.JPG">https://earlham.edu/media/3597564/Mills-1.JPG</a>
<a href="#">Mills Hall 120C/D</a>	Suite	4	0	4		<a href="https://earlham.edu/media/3597564/Mills-1.JPG">https://earlham.edu/media/3597564/Mills-1.JPG</a>
<a href="#">Mills Hall 130</a>	Suite	4	0	4		<a href="https://earlham.edu/media/3597564/Mills-1.JPG">https://earlham.edu/media/3597564/Mills-1.JPG</a>
<a href="#">Mills Hall 132/134</a>	Suite	4	0	4		<a href="https://earlham.edu/media/3597564/Mills-1.JPG">https://earlham.edu/media/3597564/Mills-1.JPG</a>
<a href="#">Mills Hall 150/152</a>	Suite	4	0	4		<a href="https://earlham.edu/media/3597564/Mills-1.JPG">https://earlham.edu/media/3597564/Mills-1.JPG</a>
<a href="#">Mills Hall 154</a>	Suite	4	0	4		<a href="https://earlham.edu/media/3597564/Mills-1.JPG">https://earlham.edu/media/3597564/Mills-1.JPG</a>



Review the details of the room you have selected below. If there are students already set to reside in this room, you'll see their information listed below.

Please note: if you are selecting into a Mills Hall suite or a Campus Village apartment and are bringing a roommate or roommates with you, the assignment system will randomly assign your roommate(s) into the suite. If you need to change how the system assigns your roommate(s) into the apartment/suite, please contact the Office of Residence Life.

#### Room Details for Mills Hall 120A/B

Once you click on a space, you will be able to choose which room you would like to be assigned. In this case, if you have a group of four and you select a suite, then all of you will be split between the two available rooms.

	Room	Room Type	Theme/Community
<a href="#">Select This Room</a>	Mills Hall 120A	Double Suite	
<a href="#">Select This Room</a>	Mills Hall 120B	Double Suite	

Your chosen room is being reserved, please wait...

✓ You have successfully chosen a new room!

You are currently assigned to: Mills Hall 120A

Cancel

Once you have chosen a room, you will see this screen confirming where you were placed. If you would prefer to cancel your housing assignment in order to choose another, you can click the 'Cancel' button to take you out of the space. **Please keep in mind that only you will be taken out of the space. If you have any requested roommates, they will not be taken out of their assigned spaces. Furthermore, you will not be able to pull them into a room when you go to select another space unless they cancel their assignment as well.**



Below you can find more information about your room, such as the type of room you have been assigned to.

If you have students assigned to live with you in this room, their information will be included below and displayed in realtime. Information included should be your roommate's full name and preferred name as well as their gender and email.

#### Room Details for Mills Hall 120A/B

Name	Room Type
Mills Hall 120A	Double Suite
Mills Hall 120B	Double Suite

#### Roommates for Mills Hall 120A/B

Room	First Name	Preferred Name	Last Name	Gender
Mills Hall 120B	Jordan		Delete	Male
Mills Hall 120B	Jessica		Delete	Female
Mills Hall 120A	Jen		Delete	Female

After choosing your space, a link will be available on the Home page with the room that you have chosen. Click on that to access this page. If you are interested in swapping rooms with another party, it is highly recommended that you reach out to The Office of Residence Life to make the switch for you, as doing it on your own will run the risk of another student selecting into the space.