

- 
- January 26  
2018-19 Academic Year Housing  
Application Opens
- March 4  
Last Day to Cancel without a Penalty
- Last Day to Apply and be  
Guaranteed Housing
- March 5  
Self-Assign Same Room
- March 6  
Self-Assign Same Building  
Different Room
- March 7-18  
Self-Assign New Building New Room
- March 21  
Summer 2018 Application Opens
- March 30  
Room Swap 2018-19 Academic  
Year Opens
- April 11  
Self-Assign Same Room for  
Summer 2018
- April 12-16  
Self-Assign for Summer 2018

## APPLICATION PROCESS

Students who apply by the March 4, 2018 deadline are guaranteed housing for the 2018-19 Academic Year and will be given a room selection number based on class status and the number of credit hours earned at Georgia Tech at the end of the Fall 2017 semester. The lower the room selection number, the better.

Senior	90+ Hours
Junior	60-89 Hours
Sophomore	30-59 Hours
Freshman	0-29 Hours

The room selection numbers will be sorted by and within class status according to the number of credit hours earned at Georgia Tech at the end of the Fall 2017 Semester. Students who have the same ranking will be randomly sorted. Rising second-year students' room selection numbers begin after the upper-class students' room selection numbers.

A rising second-year student is a freshman who enrolled at Georgia Tech in summer or fall of 2017. You are considered a rising second-year student even if your class status is sophomore, junior, or senior due to your AP credit hours.

Online self-assignment will begin March 5 and continue through March 18.

### IMPORTANT

If the number of students who apply for housing by the March 4 deadline exceeds the number of available rooms, some students might have to wait to be assigned. You will be **GUARANTEED** housing and will be assigned a room as cancellations are received. This is not a waitlist, and you will be held to the cancellation penalty schedule if you cancel.



FALL IS COMING  
SECURE YOUR CASTLE  
JAN 26<sup>TH</sup> - MARCH 4<sup>TH</sup>, 2018



# MARCH 4, 2018

## GUARANTEED DEADLINE

### START

Go to [housing.gatech.edu](http://housing.gatech.edu)  
Click “My Housing”

Log in using your GT Account and password

Choose “Application” on the gold bar

Select “2018-2019 Academic Year”

*(Housing does not offer a Fall Only contract)*

### PAYMENT PAGE

You will need to either make a \$600 prepayment or accept a delay of prepayment. If your expected family contribution is \$18,000 or less according to your financial aid records or if you are a President’s Scholar, Tech Promise, or student staff member, your delay of prepayment is automatically assessed when you apply online.

If you are unable to make the \$600 prepayment **after you have begun the application**, please call the Central Housing Office or send an email to [information@housing.gatech.edu](mailto:information@housing.gatech.edu) and use the subject “Delay of prepayment” and include your gtID#.

To complete the payment page, you will be asked to accept the Application Cancellation Penalty Schedule.

*Penalties will be assessed to your student account if you cancel your application/contract.*

### ACCEPT CONTRACT

Carefully read and accept the contract electronically. An application is considered complete after you accept the contract. *Penalties will be assessed after this step.*

### CONTACT PHONE NUMBER

It is to your advantage to list your best contact phone number or cell phone number so we can contact you quickly in case we have questions about your application/room assignment.



### ACCOMMODATION REQUEST DUE TO DISABILITY

Even if you have previously registered with Disability Services and the Department of Housing for required disability-related accommodations, you must self-identify on every housing application by clicking the check box and describing your housing accommodation needs.

### LIVING LEARNING COMMUNITIES

If you have been accepted or receive acceptance into the I-House, WST (Women, Science and Technology), 2nd Year Grand Challenge, 2nd Year Honors, 2nd Year SHaRP, or the 2nd Year SMaRT program, your housing assignment will be made for you. You will not be able to participate in the self-assignment process.

### PROFILE QUESTIONS

Create your profile by answering a series of questions regarding your personal living preferences so that you may participate in the roommate matching process.

### ROOMMATE PREFERENCES

Search by Add Known Roommates, Profile, or Browse Matching.

### RENEW SAME ROOM

On March 5, 2018, you can assign yourself to your same room for the 2018 – 19 Academic Year. Rising second-year students may choose this option if currently in Woodruff, Fulmer, or Harris.

### RENEW SAME BUILDING NEW ROOM

On March 6, 2018 you can assign yourself to a new room in your current building for the 2018-19 Academic Year. Rising second-year students may choose this option if currently in Woodruff, Fulmer, or Harris.

(NOTE: Woodruff North cannot choose Woodruff South; North Avenue East cannot choose North Avenue West, South, or North; Eighth Street East cannot choose Eighth Street West or South, etc.)



### ROOM SEARCH AND ASSIGN

*(This is the option to use to assign your accepted roommates.)*

March 7 through March 18 you will be able to search and select your room. The student with the earliest room selection time slot will use his or her time slot to self-assign and pull in “accepted” roommate(s). Ideally we suggest all accepted roommate(s) gather at one computer to choose the room(s) together.

To be pulled in, all potential roommates must have applied for housing by the March 4 deadline. We recommend requesting and accepting all potential roommates before the room selection process begins on March 7.

*Please be courteous to fellow students and DO NOT log-in before your time slot to avoid overloading the server.*

To browse the open rooms before your time slot, visit <http://housing.gatech.edu/available-rooms>. Refresh your screen every ten minutes for updates.

Once you have an assignment you can delete that room assignment and reassign to another room until self-assign is closed on March 18. Deleting your assignment will also delete the assignment for any roommate(s) that you assigned.

The Department of Housing reserves the right to reassign students for the purpose of consolidation.

*PLEASE NOTE: If you fail to self-assign for the 2018-19 Academic Year by March 18, the Department of Housing will make your room assignment in a Woodruff suite.*

### CANCEL MY HOUSING

This cancels your application. If you decide later that you want housing, you must reapply.



### INSTRUCTIONS FOR ATHLETE HOUSING

If you are living in student athlete housing for the 2018-19 Academic Year, you should see only the below steps.

*If you see additional steps, please contact Delvin Jones at 404-894-5439.*

- Welcome
- Pay or Delay Page (accept penalty schedule)
- Accept Contract
- Contact Phone Number

Your coach will provide GT Housing with your room assignment.

### INSTRUCTIONS FOR STAFF MEMBERS

Please do not apply for housing until you are notified whether you have or have not been offered a staff position. After you accept your position, you will receive an email letting you know that you can apply for housing. You should see only the below steps AFTER you begin your application.

*If you see additional steps please email [staffselection@housing.gatech.edu](mailto:staffselection@housing.gatech.edu).*

- Welcome
- Pay or Delay Page (accept penalty schedule)
- Accept Contract
- Contact Phone Number
- Profile Screen Name
- Roommate Preferences

