Community
Room Selection Tutorial
Getting Started: Begin by logging into Student Housing Online at studenthousing.ucsc.edu.
Click the Community Room Selection option on the homepage.
Log In: Students invited to participate in room selection will receive an email containing an access code and an appointment time. You may not log in until your appointment so, if you are participating as a group, you should choose the person with the earliest appointment time to select housing for the group.

COMMUNITY ROOM SELECTION

Log In - Step 1 of 8

Students who are eligible to participate in room selection received an email at their UCSC address containing an access code and appointment time to log in. You will not be able to log in until your appointment time. If you did not receive an email and have questions, please contact the housing office at your residential community.

Please make sure you have the following information before logging in:

- Your student ID number
- Your room selection access code
- The access codes of your group members, if you plan to select as a group

Please keep in mind, if you do not select a space during room selection or there are no remaining spaces available when you log in, your application will remain active and you will be assigned housing as soon as a space matching your preference(s) becomes available.

[Log In Form]

Questions? Email housing@ucsc.edu or call (831) 459-2394
Group or Individual Selection: You may select as an individual or as a group with other students at your community who have also been invited to participate.

To add someone to the group you must have that person’s access code. Only share your access code with someone you authorize to select housing on your behalf.
Modifying Your Group: The Participant(s) box appears on each step of the room selection process. At any time, you can make changes to your group using the Modify Group button.
Select a Building: You will select from buildings that have spaces that can accommodate your group size, gender(s), and eligibility level.

This section will provide you with a list of buildings that have spaces available for groups that are smaller than your current group size. Groups with few options may wish to consider changing their group size.
Select a Floor: You will select from floors that have spaces that can accommodate your group size and gender(s).

COMMUNITY ROOM SELECTION

Floor Selection - Step 5 of 8

Floors with spaces available for selection are shown below. Only floors with spaces that will accommodate you (or your group) will be shown. Please keep in mind that if any group member has restricted room selection eligibility (e.g., eligible for residence hall selection only) your group options will be limited as a result.

Any theme or housing option(s) associated with the floor are indicated below.

Community: Oakes College
Building: Casa Kahlo

FLOORS

First floor
Second floor

Room Selection Participant(s):

You: Banana Slug
Group Members:
Kiwi Slug

Modify Group

Questions? Email housing@ucsc.edu or call (831) 459-2394
Select an Apartment/Room: You may select from empty or partially filled apartments/rooms. A group does not have to fill an apartment or room. Partial groups are allowed.

You can view spaces held by others going through room selection, but the longer you wait to see if a held space becomes available, the more limited your options will become as other students continue to select.

If you do not wish to select from the spaces displayed here, you may use these links to see available spaces in other buildings or floors.
**Room Assignment:** The space you chose will be held for 10 minutes while you assign yourself (and any group members). If you are selecting an apartment space, it is important that you discuss which room types each group member is willing to accept prior to the time of selection. Many apartments have several different room types.
Review & Confirm: This is the last step!

Once you confirm your selection, your space is reserved and your housing application becomes a legally binding contract that is valid for the entire academic year.

You cannot change your room assignment once you confirm your selection.
Check Your Email: After you complete the room selection process, you will receive an email at your UCSC address confirming your university housing for the upcoming academic year.

COMMUNITY ROOM SELECTION

Your Housing Assignment

Congratulations! Your space in university housing is reserved for the entire Academic Year and your housing application is now a confirmed contract. A confirmation email has been sent to your UCSC address. Below is a list of all students - including yourself and any group members (in bold) - currently assigned to your apartment/room.

In addition, students who selected a residence hall space have been assigned a meal plan based on the preference specified in the housing application.

<table>
<thead>
<tr>
<th>Apt/Room</th>
<th>Bedspace</th>
<th>Room Type</th>
<th>Quarterly Room Rate</th>
<th>Name</th>
<th>Gender</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apt A12</td>
<td>OA-A-112Aa</td>
<td>Apt Triple</td>
<td>See Terms &amp; Conditions</td>
<td>Mango Slug</td>
<td>M</td>
</tr>
<tr>
<td>Apt A12</td>
<td>OA-A-112Ab</td>
<td>Apt Triple</td>
<td>See Terms &amp; Conditions</td>
<td>Banana Slug</td>
<td>M</td>
</tr>
<tr>
<td>Apt A12</td>
<td>OA-A-112Ac</td>
<td>Apt Triple</td>
<td>See Terms &amp; Conditions</td>
<td>Kiwi Slug</td>
<td>M</td>
</tr>
</tbody>
</table>

The university reserves the right to reassign students to another residence and/or to fill vacancies based on the needs of the residential community.

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