**Guidelines and Policies for the Room Selection Process**

Roommate changes are not permitted for completed applications of returning students, unless unusual circumstances are present. Please be thoughtful when choosing to live with others. This is a binding agreement between you and the people you are choosing to live with.

Groups submitting invalid applications will not be allowed to participate in the housing selection process. An application is considered invalid if it contains one or more individuals who:

* Are not registered full-time for Fall 2024 as of April 1, 2024.
* Have an outstanding account balance with the business office as of April 1, 2024, without a payment plan on file.
* Have successfully petitioned to live off campus.
* Have already been housed in a theme house, Greek house, or have completed placement with your accommodation needs.
* Are listed on more than one application (all applications the person is listed on are invalid until remedied).
* Are studying abroad during Fall 2024.

Apartment applications may only contain one rising sophomore and will be considered invalid if there is more than one rising sophomore listed.

Groups submitting fraudulent applications will not be allowed to participate in the housing selection process. Applications are considered fraudulent if they include individuals who intend to withdraw, graduate, or live off campus.

Applications should be complete when turned in (ex. if applying for a 4-person apartment there must be 4 names on the application.) Incomplete applications may be accepted but will be moved to the end of the rankings for the type of requested housing. Incomplete applications may be combined with other incomplete applications. Individuals on incomplete applications may be split up and assigned with other groups as needed. Those who are not on any application will be matched with the help of the Department of Residence Life during late spring or summer.

***To ensure consideration, all accommodation requests due to disabilities that would impact placement during this process must be reviewed and approved by the Director of Student Accessibility Services, Karen Lynch, by Friday, February 2nd, 2024. Housing selection for those with approved accommodations for single rooms and/or private bathrooms will be contacted via email by no later than February 9th, 2024, to confirm their housing for 2024-2025.***

Signatures are required in all cases except for students currently studying abroad. Signatures represent intent to live on campus and constitute a housing agreement with associated fees for the following year. [Rates are available at this page.](https://simpson.edu/internal/business-office/tuition-and-fees)

Gender-inclusive housing is available as an option, meaning that students can have multiple genders of people in one space. [More information is on the agreement form is available here.](https://simpson.edu/internal/residential-life/room-selection/gender-inclusive-housing)

Students are not generally allowed to live alone in a 2- or 3-person room or with only 1 other person in a 4-person space. If the occupancy of a room diminishes to 50% or less, the Department of Residence Life will consolidate spaces as needed and will work with you to provide available options. Consolidation can occur at any point during the academic year.

All other room selection information can be found at <https://simpson.edu/internal/residence-life>

**Important Dates**

|  |  |
| --- | --- |
| **February 2nd, 2024** | Accommodation requests and renewals submitted to Director of Student Accessibility Services, Karen Lynch. |
| **February 5th, 2024** | Lottery Numbers posted & emailed. |
| **February 12th, 2024** | Last day to inquire/contest lottery number. |
| **February 13th, 2024 from 7 to 8pm** | Roommate Social in Kresge Lounge. Students needing to find roommates should attend this event. |
| **February 19th, 2024** | Kresge Single, 2 & 3 person apartment applications due to Student Development. |
| **February 21st, 2024** | Rankings Sent for Kresge Single, 2 & 3 person apartment applicants. |
| **February 26th, 2024**  **6 to 7:30pm** | Kresge Single, 2 & 3 person apartment selection in Hubbell Hall. Only on person from each group is required to attend. |
| **February 27th, 2024**  **From 7 to 8pm** | Roommate Social in Kresge Lounge. Students needing to find roommates should attend this event. |
| **March 1st, 2024** | 4 person apartment, Buxton, Picken, and Theme House applications due |
| **March 4th, 2024** | Rankings sent |
| **March 5th – 6th, 2024** | Theme House interviews (if more than one group applies for the same Theme House). |
| **March 6th, 2024** | **4 person apartment** selection from 1 to 2:30pm in Hubbell Hall  **Buxton and Picken** selection from 3 to 4:30pm in Hubbell Hall.  Only one person from each group is required to attend. |

***If your group is unable to attend the placement event, email your hall and room preferences to Heather Emery-Cunningham at*** [***heather.emery@simpson.edu***](mailto:heather.emery@simpson.edu)

**Food Plan Options per semester**

|  |  |
| --- | --- |
| **19 Meals per week, $25 flex** | $2718 |
| **12 Meals per week, $150 flex** | $2718 |
| **7 Meals per week, $200 flex\*** | $1705 |

**\*7Meals per week is only available to apartment and themed house residents or commuters**

**Room Options per semester**

|  |  |
| --- | --- |
| Room Standard (Barker, Kresge, Buxton, Picken) | $2532 |
| Room Single – added to room charge | $550 |
| Room – Theme Houses & Apartments Only | $2814 |
| Station Square Apartments | $2999 |
| Room – Detroit & Weinman Apartments (Apt rate + Single) | $3314 |

**Room Selection Application 2024-2025**

**2/3 person apartments (juniors/seniors only) and Kresge Singles**

Applications Due on **February 19th** (applications will be ranked based on an average of the lottery numbers).

|  |  |  |
| --- | --- | --- |
| 1st Choice | 2nd Choice | 3rd Choice |
|  |  |  |

**4 person apartments (juniors/seniors only), 4 person Buxton, and 2 person Picken (any class standing)**

Applications due on **March 1st** (applications will be ranked based on an average of the lottery numbers).

|  |  |  |
| --- | --- | --- |
| 1st Choice | 2nd Choice | 3rd Choice |
|  |  |  |

*Applications for 4-person Buxton rooms are given priority when coupled with another 4-person Buxton application. If applicable, please associate this application with:*

*2-person Picken applications may be combined in groups of 2, 3, or 4 rooms. Please associate this application with:*

Only one application is needed per apartment/room group. Please make sure that you have read all of the previous policies and rules for this process. By signing on the next page, you acknowledge that you have reviewed and understand them.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Simpson ID Number | Lottery Number | Food Plan | Cell phone # | Name |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| Spokesperson for group (this person will serve as main point of contact for questions about this application. | | | | | Name: Click or tap here to enter text. |

*Students who are not placed during selection for 2/3 person and Kresge single spaces, will need to submit another application on* ***March 1st*** *with their new group members that they want to live with.*

All completed applications must be turned in to Student Development by 4:30pm or through campus mail addressed to “Housing” by the dates listed below:

**Dates and Deadlines:**

Monday, February 5th Lottery numbers posted in Student Development

Monday, February 19th 2/3 person apartments and Kresge single applications due

Monday, February 26th 2/3 person apartments, 3 person Picken and Kresge single selection

Friday, March 1st 4 person apartments, Buxton and Picken applications due

Wednesday, March 6th 4 person apartments, Buxton and Picken selection

My signature on this form acknowledges that I understand the following:

1. Food Plans for the 2024-2025 academic year can be changed through the first *two weeks* of each term. To change, use the [Food Plan Change](https://scconnect.simpson.edu/resources/studev/Lists/Meal%20Plan%20Change%20Request/Item/newifs.aspx?List=ad34ee2a%2D134b%2D43d4%2D851b%2D53a06a469763&Web=943f28d4%2D208b%2D4174%2Db30d%2Dcaf052334e04) form located on SC Connect.
2. Winter break (dates are published in the catalog) are ***excluded*** from this agreement and the individual student is responsible for finding accommodations during these periods. Students who would like the privilege to remain on campus during the recess periods and who are not required to be on campus for an approved college activity (academic, athletic, or co- curricular requirement) will be charged the communicated rate (nineteen dollars ($19) per night) for the duration of their stay and must seek and be granted prior approval from the Residence Life Office.
3. Students who apply to live in Station Square apartments understand and agree to the Substance Free Agreement of this building and understand that the building also adheres to 24-Hour Quiet Hours. Students found responsible for violating these policies are subject to removal from the building.
4. Students who are placed in ADA units understand that if there is an accessibility need for a student, those students can be assigned to the space, if there is an opening, or that those in the space may be relocated to another building.

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Printed Name Signature & Date

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Printed Name Signature & Date

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Printed Name Signature & Date

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Printed Name Signature & Date