Stonehill College
Online Housing Selection Guide 2013-2014

Merit Point Information:

<table>
<thead>
<tr>
<th>Merit Point Totals</th>
<th>Available online via the myCampus tab on myHill</th>
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<tbody>
<tr>
<td>Last day to earn merit points</td>
<td>February 28, 2013</td>
</tr>
<tr>
<td>Merit Discrepancy Week</td>
<td>March 18, 2013 – March 22, 2013. Ends at 4:30pm!</td>
</tr>
</tbody>
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Information Sessions:

| General Information Session | March 13, 2013 – Alumni Hall, 8:00-9:00pm |
| “Find a Roommate” Night | March 14, 2013 – Cleary Dining Room, 6:00-7:00pm |

Online Housing Applications:

| Housing Application & Roommate Selection Begins | Monday, March 11, 2013 |
| Housing Application & Roommate Selections Ends | Friday, March 22, 2013 at 4:30pm |

_Students will be notified of activation times no later than 24 hours prior to their selection night_

Selection Nights:

| Voluntary Triple/Quad Lottery | Tuesday, April 2, 2013 | 7:00pm-8:00pm |
| O’Hara/Heights Village Lottery | Tuesday, April 2, 2013 | 8:00pm-Midnight |
| New Hall Lottery | Thursday, April 4, 2013 | 7:00pm-Midnight |
| Rising SENIOR Lottery*** | Monday, April 15, 2013 | 7:00pm-Midnight |
| | Tuesday, April 16, 2013 | 7:00pm-Midnight |
| Rising JUNIOR Lottery*** | Wednesday, April 17, 2013 | 7:00pm-Midnight |
| Rising SOPHOMORE Lottery*** | Tuesday, April 23, 2013 | 7:00pm-Midnight |
| | Wednesday, April 24, 2013 | 7:00pm-Midnight |

Questions or concerns? – Please first contact your RA or RD/AC. If they can’t assist you, then contact Andy Anderson, Associate Director of Residence Life, at aanderson@stonehill.edu

Residence Life Office – Duffy 145 – 508-565-1290
Merit Discrepancy Weeks: The two weeks immediately following spring break. Students may petition to adjust their merit point totals with their RD or AC during designated office hours. Discrepancy Week hours and locations will be posted in all residence areas the week prior to spring break. All discrepancies must be addressed by 4:30pm on Friday, March 22, 2013. No changes will be made to merit point totals after this time.

MyHousing: In order to participate in the lottery process, students will need to complete the online housing application. This year’s application can be accessed on the myHill student portal, under the myCampus tab in the channel labeled MyHousing.

Housing Application: The official process of notifying the College of your housing intentions for fall 2013, acknowledging the Room and Board Contract, and selecting a roommate (if applicable). This process will be conducted entirely online and must be completed by 4:30pm on Friday, March 22, 2013 in order to reserve a space in housing for the 2013-2014 academic year.

Rising (Senior, Junior, Sophomore): Refers to your class standing as of next year. It is important that you check your class standing in myHill, as that standing will be the one used during the housing lottery.

Voluntary Triples/Quads/Quints: Students may elect to add an extra person to a room. Doing so allows those students to choose earlier in the housing selection process. Please note that no compensation is given to students who volunteer to place themselves in this situation.

Activation Time: The time you will be assigned to log into MyHousing to choose your room on a given selection night. Students are assigned times in one-minute intervals; however, students will have until the end of their respective lotteries to choose a room.

General Information

- Housing Applications, including Roommate Selection, must be completed online by 4:30pm on Friday, March 22, 2013. By this deadline, current resident juniors, sophomores, and first-year students who wish to live on campus for all or part of next year must complete the application. All students who plan to live on campus at some point during the 2013-2014 academic year will have a $100 non-refundable Room Guarantee Charge placed on their accounts to reserve a space in on-campus housing for the upcoming year.

- Only current resident students with full-time residency status are permitted to participate in the housing selection process. This includes students participating in a College-sponsored study abroad program or a full-time, College-approved, off-campus internship program this fall. Commuter students, including those on the housing waitlist and those living on campus through the voluntary triple option, are not eligible to participate in housing selection for next year. If you would like to review your status, please contact the Residence Life Office prior to March 22, 2013 at 508-565-1290.
- **Students must have a roommate in order to participate in housing selection.** If you are looking for a roommate, you are welcome to attend our annual “Find a Roommate Night” on Wednesday, March 14th at 6:00pm in Cleary Dining Room. Residence Life also maintains files of students looking for roommates for the coming year. If you are interested in reviewing these files or if you would like to add your own information, please come to our office and ask for the “Find a Roommate” binder.

- **Resident students without a roommate** who wish to have Residence Life place them with a roommate over the summer should select the “to be placed” option on the housing application. These students will not take part in any of the scheduled lottery nights. These students will instead receive their room assignments during the first week of August.

- Students participating in a College-sponsored study abroad program or a full-time, College-approved, off-campus internship program for the fall semester will also need to complete a separate housing intent form via the Residence Life website. Completing this form before you leave will help determine your housing assignment for the spring of 2013. Your merit point total from this year may be used in determining your room assignment for the spring of 2013.

- Resident students who have applied to study abroad or intern away for the fall 2013 semester, or for the entire 2013-2014 academic year, **MUST** complete the online housing application. Please indicate on your housing application that you intend to be away for the fall semester, or for all of the 2013-2014 academic year. If you select a room and then apply to go abroad or intern away, you will lose the space you have selected and will be fined $50.00. In addition, your roommate may lose her/his current space and be reassigned to another room. **If you apply to go abroad or intern away for the fall or spring semester and later cancel your plans, you will not be guaranteed a room on campus.**

- Students who do not intend to return to residency or Stonehill College for the 2013-2014 academic year should **NOT** complete the application. By not applying for housing by the March 22, 2013 deadline, it will be assumed that you no longer require housing, and your change in status will be reported to Student Financial Services.

- Current resident students who fail to submit their online Housing Application by the March 22, 2013 deadline may forfeit their opportunity to participate in the online lottery process. No changes can be made to the online application after March 22, 2013.

- **MERIT POINT TOTALS** – Students’ merit point totals will be considered final as of 4:30 PM on Friday, March 22, 2013. Fractions of merit points will not be rounded up and will not be used. Each student’s final merit point total will be the number represented on myHill as of Friday, March 22, 2013. Roommates’ merit point totals will be averaged to determine the selection order for each given process.

- **LOW MERIT POINT TOTALS** – Students with a merit point total of 7 or below may need to meet with a Residence Life administrator to determine if they can go through housing selection. Students who have a merit point total of 6 or below typically are not allowed to go through the lottery process. Instead, they are placed over the summer by Residence Life staff. Students with 6 or fewer merit points are also placed on probation and must meet certain expectations in order to be guaranteed housing for the fall semester.
• **ACTIVATION TIMES** – MyHousing will average merit point totals, order students accordingly, and assign times for individual students to log into MyHousing to select rooms within each lottery. If you are in a pair or group, any of the group members may use their activation times to log in and select a room. Students will be assigned activation times in one-minute intervals but will have until the end of their lottery to choose a room. Please keep in mind that the next person will be entering the system one minute later, so while you have until the end of the lottery to choose a room, a more timely response means that more options will be available. *Students will be notified of activation times no later than 24 hours prior to their selection night.*

• **STUDENTS WHO ARE CURRENTLY ABROAD/INTERNING AWAY** – Students who are in an away program must still complete the online Housing Application and participate in the online selection process; however, the student’s roommate(s) may also choose the room for them. The Residence Life Office will have additional communication with students who are abroad to ensure they are aware of this process.

• **VOLUNTARY TRIPLES/QUADS** – Students who voluntarily triple (or quad) for the 2013-2014 academic year will not receive any financial compensation for this voluntary situation and will have no priority to detriple. Instead, voluntary triples will receive priority during the housing selection process. If a member of the voluntary triple does not return to housing in the fall, the remaining roommates may be relocated in order to accommodate others with a higher priority. Unless other arrangements are made with Residence Life prior to opening day for the fall semester, students living in voluntary triple rooms will receive two wardrobes, three beds, three desks, three desk chairs and three dressers. Residence Life strongly recommends that students inform their parents or guardians about their decision to create a voluntary triple.

• **NATURAL TRIPLE ROOMS** – There are a limited number of natural triple rooms (rooms designed for three people) on campus. If you and two friends would like to apply for a natural triple, please be sure that all three of you mutually select each other through the online Housing Application. Do NOT check off the Voluntary Triple option on the Housing Application! Residence Life will contact natural triple groups prior to lottery to determine availability and placement. If your group is able to arrange a natural triple with Residence Life, you will not need to participate in the online housing selection process. If the demand for natural triples exceeds the supply, students will have two options: 1) create a voluntary triple (with no compensation) and select an available double room to house all three students during the Voluntary Triple lottery; or 2) make arrangements for splitting into a pair and a single, and be reassigned to the next applicable lottery. Residence Life will reach out to any affected groups to determine their options.

• **NATURAL QUAD ROOMS** (Rising Sophomores Only) – There are a very limited number of natural quad rooms on campus for sophomores and they are located in Villa Theresa Hall. If you and three friends would like to apply for a quad, please be sure that all four of you mutually select each other through the online Housing Application. Residence Life will contact such groups prior to lottery to determine availability and placement. If your group is able to arrange a quad with Residence Life, you will not need to participate in the online housing selection process. If the demand for quads exceeds the supply, those students who do not get a quad will need to split into pairs and enter the normal lottery process for their given year.

• **SINGLE ROOMS** – Students who are applying for a single room should select this option on the housing application. Applicants for single rooms will be placed over the summer by Residence Life
and will be notified of their fall assignment during the first week of August. Please note that this does not apply to those going through the New Hall lottery process.

- **MIXED CLASS YEARS** – Although it is not commonly done, students from different class years are allowed to room with one another. The older student may choose the room during his/her respective process.

- **ROOMS WITH ACCESSIBILITY FEATURES** – Students who select rooms with special accessibility features may be displaced at a later date to accommodate students with special needs.

- **SPACES FOR FIRST-YEAR STUDENTS** – Residence Life reserves the right to hold rooms for first-year students.

- **GENDER BALANCE** – Residence Life reserves the right to determine and/or change the gender status of certain houses and/or floors and/or suites in order to most effectively accommodate the number of male and female resident students on campus.

- **SPECIAL INTEREST HOUSING** – Space will be allocated for approved special interest housing groups prior to housing selection.

- **GRIEVANCES** – Any students who have concerns about the housing selection process may have them addressed by the Lottery Committee. To be considered, grievance letters must be submitted to Andy Anderson, Associate Director of Residence Life, no later than Friday, March 22, 2013.

- **ROOMMATES OF STUDENTS NOT RETURNING FOR THE FALL SEMESTER** – If your chosen roommate later decides not return to residency for the fall semester, Residence Life will consolidate you with another student in order to open up full rooms for new students, transfer students or other students as deemed necessary.

- **SPECIAL DESIGNATIONS FOR 2012-2013** – Pilgrim Heights Village and O’Hara Village will be designated for rising sophomores. Pilgrim Heights typically houses all four class years. O’Hara Hall, Corr Hall, the Holy Cross Center, and parts of Pilgrim Heights will be reserved for members of the class of 2017.

  - **Sophomore Halls:** Boland Hall, Corr/Villa, Benaglia & Flynn, Pilgrim Heights Village
  - **Junior and Senior Halls:** New Hall, Notre Dame du Lac, Colonial Court (Alden – Quincy), Commonwealth Court (Amesbury – Rehoboth), Sullivan, Cascino & Benaglia

- **HOUSING ACCOMMODATIONS** – Housing accommodation requests for students with documented disabilities must be submitted to Elizabeth Orlando, Associate Director, Office of Disability Services by February 28, 2013. For more information, please visit the ODS website at: [http://www.stonehill.edu/x24646.xml](http://www.stonehill.edu/x24646.xml).
**VOLUNTARY TRIPLE/QUAD LOTTERY – Wednesday, April 3, 2013 7:00pm-Midnight**

Students who volunteer to triple a double room (or quad a triple room) will receive priority during the housing selection process, selecting ahead of their respective class year nights. Please be sure to check off this option on the online Housing Application. All students must mutually select one another as roommates. Groups will be assigned a selection time according to merit point average.

**NEW HALL LOTTERY – Thursday, April 4, 2013 7:00pm-Midnight**

Because of the intimate nature of the New Hall suites, a separate process will be held for this building, whereby students will select a suite as a group. If you and your friends are interested, please check off this option on the Housing Application. In addition, all individuals in the group must mutually select one another as roommates. Your group must be able to fill a suite completely in order to select during the New Hall Lottery. Students should also note that there are various sizes of suites available for each gender.

Your group will have only one chance to select a suite for New Hall. If there are no spaces available that will fit your group size when it is your turn to select, your group will be unable to select that evening. Residence Life will contact groups who were unable to select the following day, and those groups will be given the opportunity to reorganize and go into the next applicable lottery process.

Priority will be given to all-senior groups, then senior-other groups, then all-junior groups. These groups will be sub-sorted by merit point average. Please note that per the Town of Easton, voluntary tripling is not allowed in New Hall.

**NEW HALL GENDER AND SUITE SIZE DESIGNATIONS:** Please also note that not all suites have single rooms. New Hall has the following options for rising seniors and juniors:

<table>
<thead>
<tr>
<th>For Women</th>
<th>For Men</th>
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<tbody>
<tr>
<td>Two 10-person suites;</td>
<td>One 10-person suite;</td>
</tr>
<tr>
<td>Thirteen 8-person suites;</td>
<td>Eight 8-person suites;</td>
</tr>
<tr>
<td>Two 8-person suites plus an RA;</td>
<td>One 8-person suite plus an RA;</td>
</tr>
<tr>
<td>One 6-person suite plus an RA.</td>
<td>One 6-person suite plus an RA.</td>
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**O’HARA/PILGRIM HEIGHTS VILLAGE LOTTERY - Tuesday, April 8, 7:00pm-Midnight**

Because of the intimate nature of Village houses, a separate process will be held for these areas, whereby students will select a house as a group. If you and your friends are interested, please check off this option on the Housing Application. In addition, all individuals in the group must mutually select one another as roommates. Your group must be able to fill a house completely in order to select that space. Students should also note that there are various sizes of houses available for each gender.

Your group will have only one chance to select a house in O’Hara or Pilgrim Heights Village. If there are no spaces available that will fit your group size when it is your turn to select, your group will be unable to select that evening. Residence Life will contact groups who were unable to select the following day, and those groups will be given the opportunity to reorganize and go into the next applicable lottery process.
O’HARA/PILGRIM HEIGHTS VILLAGE GENDER AND SIZE DESIGNATIONS: While it is not encouraged due to size limitations, students may voluntarily triple in the Villages. Any groups that apply with a voluntary triple will be given priority in the selection process and will be contacted in advance by Residence Life. O’Hara/Pilgrim Heights Village have the following options for rising sophomores:

**O’HARA VILLAGE**
- **For Women**
  - One 6-person house plus an RA;
  - Three 8-person houses.
- **For Men**
  - One 6-person house plus an RA;
  - Three 8-person houses.

**PILGRIM HEIGHTS VILLAGE**
- **For Women**
  - Two 8-person houses
  - One 6 person house plus an RA.
- **For Men**
  - Two 8-person houses

**SENIOR LOTTERY – Wednesday, April 10, 7:00pm-Midnight & Thursday, April 11, 7:00pm-Midnight**
**JUNIOR LOTTERY – Monday, April 15, 7:00pm-Midnight & Tuesday, April 16, 7:00pm-Midnight**
**SOPHOMORE LOTTERY – Wednesday, April 17, 7:00pm-Midnight & Thursday, April 18, 7:00pm-Midnight**

These are the “typical” lotteries, whereby students are assigned to a night based on their class standing. Students will be assigned a selection time according to merit point average. At your assigned time, you will log into MyHousing, view the rooms available at that time, and select a room for you and/or your roommate. Please keep in mind that the next person will be entering the system one minute later, so while you have until the end of the lottery to choose a room, a more timely response means more options will be available when you select. Any leftover rooms from New Hall and/or Village lotteries will be made available at this time.

A step-by-step instruction guide with visuals demonstrating the housing selection process will be available shortly on the Residence Life website. Stay tuned for more information!