PACIFIC

Residential Life & Housing

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Michael

Thank you for participating in the **Open Space** phase of the Housing Selection process. During this process, you can select your housing and meal plan assignment for the upcoming academic year.

You have the option to book a room for yourself or choose to pull-in roommate(s) and find open rooms that will accommodate all roommates selected. (ie, if you select 3 roommates, only apartment communities in Monagan Hall that are completely open will be visible. McCaffrey Center Apartments and Townhouse Apartments will not be shown because none of these apartments have occupancy accommodations for 4 students.).



Roommate Pull-In

e the option of selecting housing for one, two, or three other students, depending on how many spaces are alable in rooms/apartments. Please note, if you will only see rooms available for the Roommate group size you have created. Create your group below - you will complete room assignment and Meal Plan selection during this process. Each member of the group must have already submitted the Student Housing Agreement online.

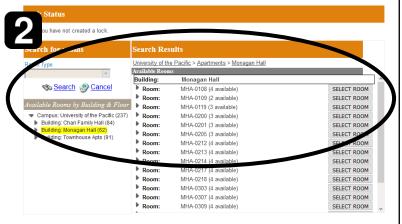




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Select desired Building or Floor (when building is expanded) under **Available Rooms by Building and Floor** section to see a detailed list of available rooms. In the **Search Results** section, you will see the available rooms. Expand the specific room (using the arrow) to see the occupancy of the apartment/room. Click **SELECT BED SPACE** (or **SELECT ROOM** when you have roommates selected) to secure the space. If room has a space occupied, click on the **occupied** link to see their Roommate Preferences.



Cancel Previous Next

Open Space Phase with Roommates

When going through the Open Space Phase, you are eligible to pull-in roommates at the same time. However, you must be the <u>Group Leader</u> and have your <u>Roommate Group created</u> before selecting your room.

As you can see in the images in the left column, this student has 1 roommate that will be pulled-in (This Roommate Group is the same group that is shown on the 'My Housing Selection Details' page). Once you click 'Next', you can filter through current housing options that have at least 2 open spaces (1 for you and 1 for your roommate). This page will only show you housing options that meet your Roommate Group needs.

If you are unable to find a housing accommodation that meets your Roommate Group needs, you will need to remove someone from the Roommate Group. You will need to close the Open Space window and click on 'View/Manage Roommate Group' (as shown in the images below). From this page, you will click 'Remove' next to the person you want to remove. Once you remove someone, click 'Finish" and go back into Open Space.

