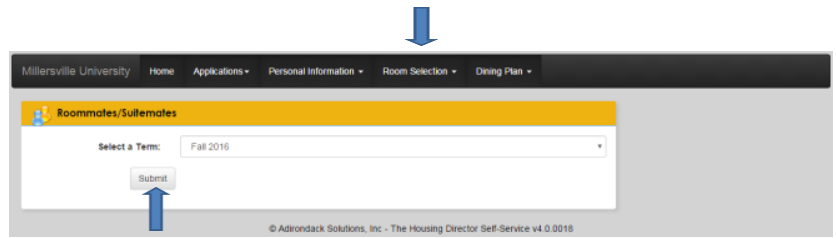
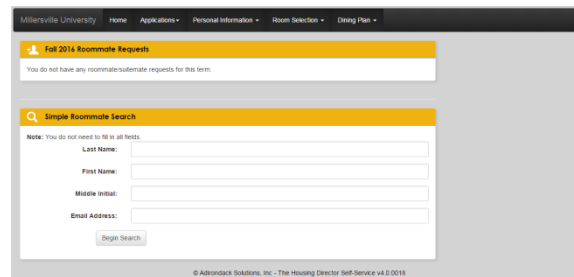


# Millersville Roommate/Suitemate Selection Step-by-Step Guide

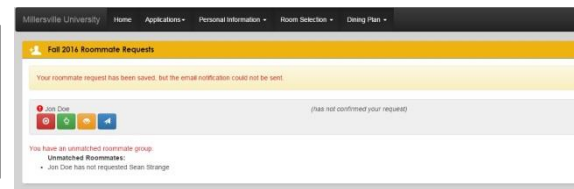
1. Under the Room Selection Tab, Click Room and Roommate Selection from the Drop Down Menu



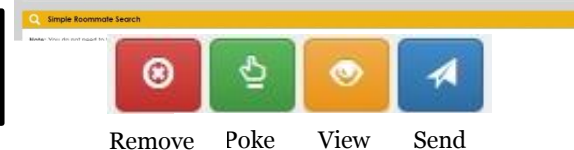
2. Select the Fall 2017 Term and Click Submit.



3. Perform a Roommate Search by entering information about your preferred roommate and hit Begin Search. (You do not need all information to perform a search)

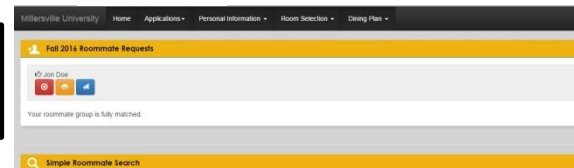


4. After a search, you will have requested a roommate! They will be listed in the Roommates/Suitemates box. If they have requested you, they will appear as matched. If they have yet to request you, they will appear as unmatched,



Unmatched

5. With an Unmatched Roommate Request, you have the option to Remove the Request, Poke your request with a Reminder Email, View their Profile, and Send a Message.



Matched

## **Please Note:**

**Only students that have paid the housing deposit/confirmation fee (new students) can participate in roommate selection. If you search for a student and they do not show up, please check the spelling and then check with them if they have paid the deposit. (It may take 24 hours after deposit and up to 3 days after confirmation fee is received to be eligible)**

**We try to accommodate any roommate requests, but due to space and availability, we cannot guarantee all requests.**