

Millersville Housing Application Step-by-Step Guide

ONLINE APPLICATION

Log into your MAX account:

1.



Personal Information
Change your PIN; View your own address(es) and phone number(s)

Student Services
Register for classes; add classes to your waitlist; view grades and transcripts; process and view a degree or your account summary; National Student Clearinghouse Gateway; request Act 48 reporting (for educators only)
Bursar: Pay your bill, see your current term bill, print a receipt, get your Federal Tax information for the Educ to billing information.
Housing & Dining: Add or Change Meal Plan, Online Housing Application, Request to Move Off Campus.

Marauder Gold
*** May not be used for tuition payments and must be added in increments of \$25.00 or more.
Make Marauder Gold (MAP) deposits by online payment. Please refer to MyVill for Flex and Marauder Gold (M)

Student Employment Time Entry System
Enter hours worked for Student Employees.

Housing Deposit
*** Only students eligible for campus housing are permitted to submit a deposit. ***

MAX Mobile
MAX Mobile notification system provides mobile phone text message notifications for various MAX systems.

2.

New! MAX Mobile
MAX Mobile notification system provides mobile phone text message

MAX ID
View your MAX ID and Library Patron ID.

ADVISEMENT
View your advisers. Process and view a degree audit report (DARS)

REGISTRATION
Register (add or drop) class; Check your registration status; Display

HOUSING & DINING
Add or Change Meal Plan, Online Housing Application, Request to M

BURSAR - Student Accounts

3.

Housing & Dining

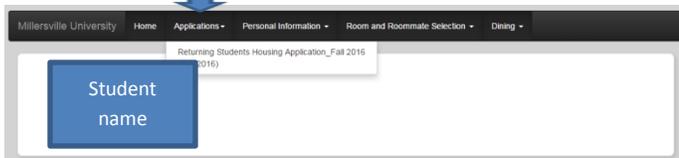
My Dining - Add/Change Meal Plan
Online Dining Application (Log into MyHousing)

My Housing
Online Housing Application

Off Campus Housing Request
Submit an off campus housing request to the Housing office

4.

When going into myHousing, click Applications tab



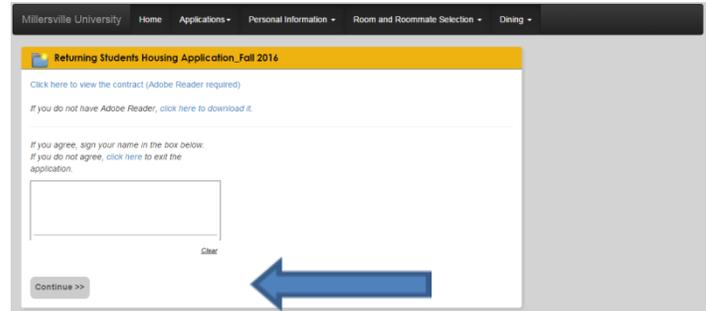
Millersville University Home Applications Personal Information Room and Roommate Selection Dining

Returning Students Housing Application, Fall 2016

Student name

5.

Once you click on the application the link to view the contract appears and after reading the contract, sign the box and click continue (this is very important)



Millersville University Home Applications Personal Information Room and Roommate Selection Dining

Returning Students Housing Application, Fall 2016

Click here to view the contract (Adobe Reader required)

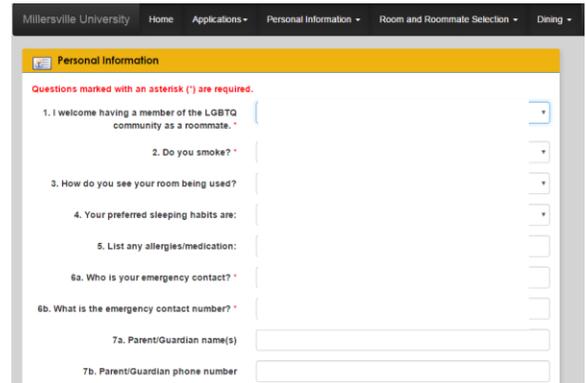
If you do not have Adobe Reader, click here to download it.

If you agree, sign your name in the box below.
If you do not agree, click here to exit the application.

Continue >>

Answer the Person Information questions and click continue (below are sample questions and may not reflect the exact questions asked)

6.



Millersville University Home Applications Personal Information Room and Roommate Selection Dining

Personal Information

Questions marked with an asterisk (*) are required.

1. I welcome having a member of the LGBTQ community as a roommate. *

2. Do you smoke? *

3. How do you see your room being used?

4. Your preferred sleeping habits are:

5. List any allergies/medication:

6a. Who is your emergency contact? *

6b. What is the emergency contact number? *

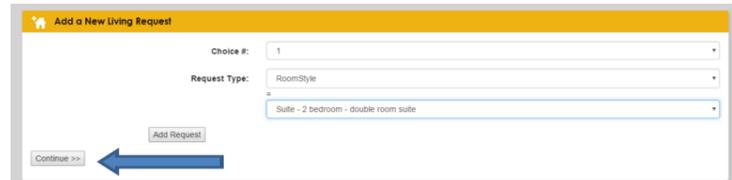
7a. Parent/Guardian name(s)

7b. Parent/Guardian phone number

Continue >>

7.

You will select a living request determining which type of room you would like to live in. You may pick up to three options.
Once completed, click the continue button!



Add a New Living Request

Choice #: 1

Request Type: RoomStyle

Suite - 2 bedroom - double room suite

Add Request

Continue >>

8.

Once the application is completed you will receive a thank you message