Millersville Housing Application/Contract
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 a
your account summary; National Student Clearinghouse Gateway; request Act 48 reporting (for educators onl
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.
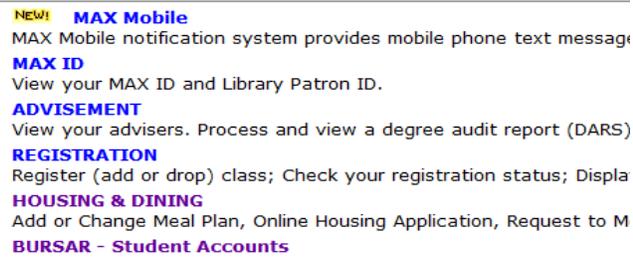
Marauder Gold
*** May not be used for tuition payments and must be added in increments of $25.00 or more.
Make Marauder Gold (MAP) deposits by online payment. Please refer to MyVille for Flex and Marauder Gold (MA

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; Displa

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
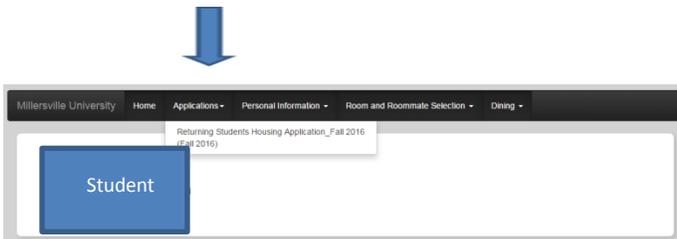Online Dining Application (Log into MyHousing)

My Housing
Online Housing Application

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

RELEASE: 8.6

4. When going into myHousing, click Applications tab Choose the correct Application from List
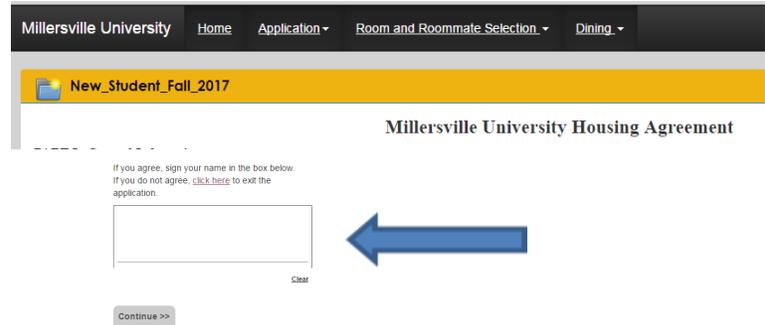
We try to accommodate roomtype requests, but due to space and availability, we cannot guarantee all requests.

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

Millersville University | Home | Application | Room and Roommate Selection | Dining
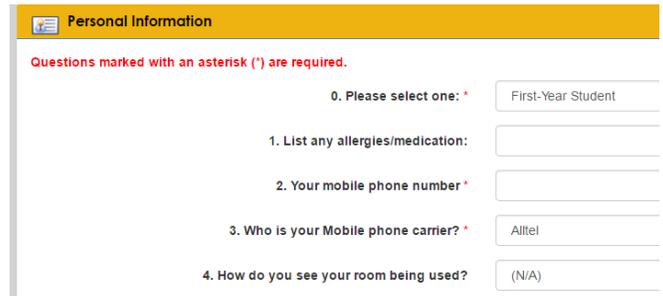
New_Student_Fall_2017

Millersville University Housing Agreement

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

Clear

Continue >>

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

Personal Information

Questions marked with an asterisk (*) are required.

0. Please select one: *	First-Year Student
1. List any allergies/medication:	
2. Your mobile phone number *	
3. Who is your Mobile phone carrier? *	Alltel
4. How do you see your room being used?	(N/A)

7. Complete the Addresses/Emergency Contacts Information

Addresses/Emergency Contacts
Please save one address/emergency contact at a time and click the Continue button when yo

Emergency Contact Type: Emergency (REQUIRED)

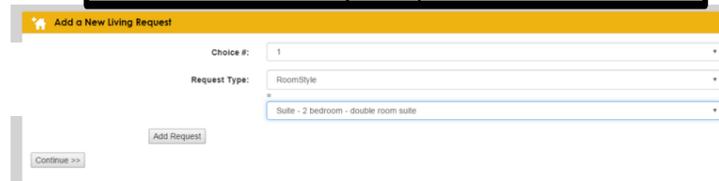|	
Contact Name:*	f
Relationship:*	Father
Street Address 1:*	f

8. You will select a living request determining which type of room you would like to live in. You may pick up to two options. REQUESTS ARE NOT GUARANTEED Once completed, click the continue

Add a New Living Request

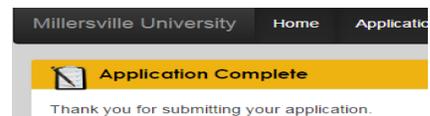|	
Choice #:	1
Request Type:	RoomStyle
	Suite - 2 bedroom - double room suite

Add Request

Continue >>

9. Once the application is completed you will receive a thank you message - you can not go back into application once completed.

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Application Complete

Thank you for submitting your application.