

To: All Current Residence Hall Students

From: Office of Housing and Residential Programs

Date: October 15, 2009

It is time to begin the housing selection process for the 2010-2011 academic year. The following information is very important for all students particularly those who will be Juniors or Seniors during the next academic year (2010-2011). Current first-year students will receive more detailed housing information for the 2010-2011 academic year in January upon their return from semester break.

All full-time undergraduate students with less than 60 hours attempted are required to live on campus. Students interested in living off-campus must have attempted at least 60 credits or have completed four (4) full semesters (does not include summer or pre-sessions) before they can move off campus (see exception below).

The Housing Department's projections for the 2010-2011 academic year indicate the ability to accommodate up to 175 students who by fall 2010 will have earned 60 or more credits (Junior or Senior class standing) or who will have lived in a residence hall four semesters.

The Department of Housing and Residential Programs anticipates that more than 175 Junior and Senior class students will desire to live on campus. Therefore, we have determined that the most equitable way to allocate the 175 spaces will be to conduct a lottery for students who will have 60 or more attempted credits by the fall of 2010 or who will have lived on campus for four semesters.

If you are interested in living on campus for the **2010-2011** academic year, you **must** participate in the lottery for next year's juniors and seniors on **Tuesday, November 3, 2009** in order to secure a space in the residence halls for next fall.

The following is a description of the lottery process:

- Lottery – **Tuesday, November 3, 2009** – Harbold Hall lobby, 9:00 a.m. – 4:00 p.m. Next year's Juniors and Seniors can come to Harbold and draw a lottery number **at any time between 9:00 a.m. and 4:00 p.m.**
- 175 spaces have been reserved for students who will have 60 or more earned credits by the fall of 2010 or who will have lived on campus for four semesters.
- Each student will draw his or her own number.
- Students may "pull" in another student in as a roommate who will be a Junior or Senior next year if they draw a low enough number, i.e., the student who is pulled will live in the same room assigned to the student who drew the number. For example, if you pull number "10", you may pull another student as a roommate who is also going through the lottery process.
- Once 175 of next year's Juniors and Seniors have been assured of a housing assignment, the remaining students will go on a waiting list based on the numbers they drew. Past history indicates that a number of the students on the waiting list have been called to secure a room on campus.

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- Students who are among the 175 selected in the lottery will not receive a room assignment on this day, but will be guaranteed the right to select a room during the room selection process held in spring 2010.
- If you are among the 175 students selected in the lottery, you will be required to make a **\$125 non-refundable deposit in the Bursar's Office by 4:30 p.m. on December 3, 2009.** Students eligible to pay the deposit will receive a "Permission to Pay" form at the lottery. **Failure to pay the deposit by the established deadline will result in the forfeiture of the space.** The space will then be given in priority to those on the waiting list.

Additional Information

- If you do not participate in the lottery process or do not receive a space during the lottery process, **you will have priority status** to sign up to live in Shenks Hall, Reighard Hall, Healthy Life Style or Brookwood Courts for 2010-2011. These properties are operated by Student Lodging, Inc. and are located adjacent to the University's campus.
- On **Tuesday, November 10, 2009** from 8:00 a.m. – 4:00 p.m., **3rd and 4th year students** (as of the fall 2010 semester) can begin reserving spaces in Shenks and Reighard Halls by paying a \$300 security deposit in the Banking Center of the Student Memorial Center.
- On **Thursday, November 12, 2009** from 8:00 a.m. – 4:00 p.m., **any student** now living in university residence halls, including those living in the halls for their first year as MU students, will be able to reserve a space in Shenks or Reighard Halls. Students interested in doing so should proceed to the Banking Center of the Student Memorial Center to pay a \$300 security deposit. The 60 credit on campus requirement will only be waived for properties operated by Student Lodging, Inc. (Shenks Hall, Reighard Hall, Brookwood, Healthy Life Style apartments).
- Students should check their Marauder email account beginning **the week of November 16** for information regarding the sign up process for Brookwood and Healthy Life Style apartments.
- As a reminder, the Millersville University On-Campus Housing Contract is for an entire academic year (fall 2010 and spring 2011).

Exceptions to the 60 credit on campus policy

- The 60 credit on campus requirement will only be waived for students who commute from their home of record, withdraw from the University, take a leave of absence or secure properties operated by Student Lodging, Inc. (Shenks Hall, Reighard Hall, Brookwood, Healthy Life Style apartments).

We are conducting this process as early as possible to give those students who do not get a space on campus the opportunity to find housing off-campus.

The Department of Housing and Residential Programs also provides a list of off-campus options for students who will be entering the 3rd and 4th years at Millersville. This packet may be obtained by coming to the Housing Office in Harbold Hall.

If you have any questions regarding this process, please do not hesitate to ask by calling the Department of Housing and Residential Programs at 872-3162.