

# Housing Selection

## Selecting a Room/Suite

*You will not be able to select a room until your selection time opens. The first selection time in the group should select for the entire group.*

### Step 1

Log into your housing Portal

### Step 2

From the home page See Start Time

When it is your time

### Step 4

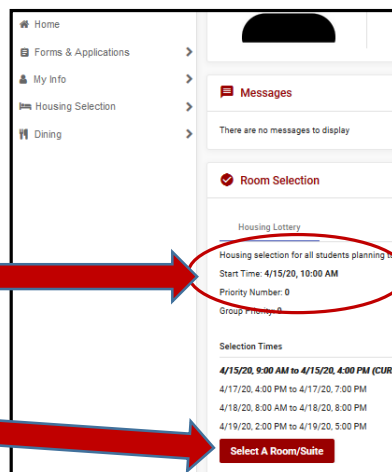
Click on "Select a Room/Suite"

### Step 5

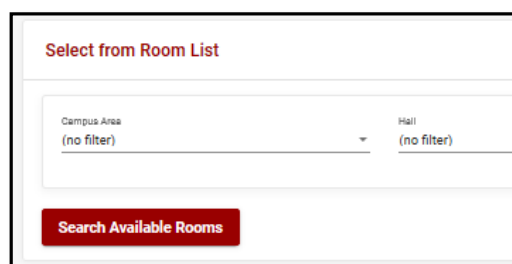
Click on "Select from Room List"

### Step 6

Search available rooms. Add filters to help narrow options or remove all filters to see everything matching your group size. Click "Search Available Rooms"



**\* Note: You can select housing beginning at this time. The member with the earliest time can select housing for the entire group.**



**Not finding what you want?**

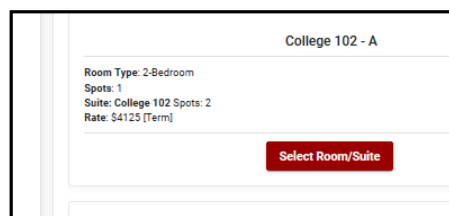
If you don't find anything to match your group size, you can change your group size by going back into the roommate selection page.

**IF YOU ARE TRYING TO SELECT AS A SINGLE and you see nothing, there are no singles left.**

You need to match with a roommate or housing will place you.

### Step 7

Properties/rooms are displayed by Residence Hall Name and Room Number or in the Burbs by Street, House Number and Bedroom Letters. Click the "Select Room/Suite" to pick your assignment.



### Step 8

Add each group member to a room by using the pull down under each room. DO NOT LEAVE ANY UNASSIGNED! This will be your assignment for the upcoming year.

**\*Don't Forget\***

This is a "LIVE" process.

If you wait to long, or decide to shop for options, other groups could enter the selection process and take your pick while you are looking around!

Check out [www.wittenberg.edu/reslife](http://www.wittenberg.edu/reslife) for more information

For immediate assistance during your selection time, we are available on TEAMS at: <https://tinyurl.com/wittreslife>

2pm-9pm EST Friday, March 31

8am-5pm EST Saturday, April 1

Questions? Need a floorplan? Not your selection time yet?

We are here for you!

Email [housing@wittenberg.edu](mailto:housing@wittenberg.edu)