

2016-2017 Return Housing Process

The Campus Living Contract process is now on Pirate Port - <http://pirateport.ecu.edu/portal/>

Online Contracting Dates

February 1 (Starting 9 am) - February 8th (ending at midnight) - after this time, the contract may not be available, and students may be placed on a waiting list.

To sign a 2016-17 Academic Year Contract, students will need to pay a \$100 Advanced Room Fee with a credit card. The \$100 goes towards your Spring Semester 2017 housing fees, unless you cancel your contract.

- Students should sign their 2016-17 Academic Year Contract in advance and select a room later (outlined on the schedule below.) During this time, you will be able to select and confirm a roommate- if desired. Your requested roommate must confirm and sign a contract by February 8th to allow your placement together. - **OR** - Students (currently living in CHS, Fleming, Garrett, Gateway, Greene, & Scott ONLY) can sign their 2016-17 Academic Year Contract and select to stay in the same room WITHOUT a roommate selection- if you wish to live with your current roommate, they will need to contract and select the same option.
- Students who are currently assigned at University-Contracted Apartments will not have the option to stay in the same room/suite.
- To take full advantage of the room selection schedule, students will need to update their housing preferences and electronically sign their 2016-17 Academic Year Contract by February 8, 2016. The contract will still be available for students to sign up if we have spaces still available, but it is in your best interest to contract by February 8, 2016 to avoid possible waiting lists for the 2016-17 Academic Year, and to be able to select your housing assignment.

Online Room Selection Dates for Students Who Have Contracted (9 AM - 9 PM Each Day)

- February 11th, February 12th (Ends at NOON) : Same Hall/Different Room (Room Selection & Room Change) for the following buildings: Currently College Hill Suites and Scott Hall Residents ONLY
- February 15th: Room Selection & Room Change for College Hill Suites (with or without a confirmed roommate pairing)
- February 16th: Room Selection for students with a confirmed roommate pairing in the following buildings: CHS, Fleming, Garrett, Greene, Scott, & White (ONLY one student in the pairing needs to sign on and select a space).

- February 17th - February 19th & February 22nd - February 26th: Open Room Selection (CHS, Fleming, Garrett, Greene, Scott, & White ONLY) - Current contracted Campus Living Students wishing to change halls or neighborhoods for the next year.
- February 22nd - February 29th: Open Room Selection (CHS, Fleming, Garrett, Greene, & Scott ONLY.) - Off-Campus Students who have contracted wishing to live on campus for the next year.

Roommate Selection: During the contracting period of February 1 (Starting 9 am) - February 8th (ending at midnight) - you will be able to select and confirm a roommate. Your requested roommate must select you and sign a contract by February 8th to allow your placement together. Each roommate must select and confirm the other roommate before the contracting dates end on February 8th. If you are planning to select roommates for a suite in College Hill Suites you may select one roommate and select a room. If you would like to sign up for both rooms in a suite, students should select their roommate and coordinate the selection of a suite with desired suitemates at the same room selection time.

If you have a mutually requested roommate when you select a room, your requested roommate will also be placed in the room you selected. However, if you later decide to switch to a different room/hall, your requested roommate will not be moved with you. Therefore, students should communicate with their requested roommate throughout the room selection period. Please contact Campus Living if you have any questions.

Have An Incoming Student Roommate? To prevent space being selected by other students:

- Students returning to their same room who wish to have an incoming student as a roommate must contact Campus Living at 252-328-4663 by February 8th at 5pm to request a hold bed space for the incoming requested roommate. Please make sure you have the following information when you contact Campus Living: Banner ID, Name, birth date.
- Students who plan to self-select a room and wish to have an (incoming student) as a roommate must contact Campus Living at 252-328-4663 as soon as the room selection is made to request a hold bed space for the incoming requested roommate. Please make sure you have the following information when you contact Campus Living: Banner ID, Name, birth date.
- If you decide to switch to a different room/hall after notifying Campus Living to hold a space for an incoming student, you must re-contact Campus Living to update the hold space to the new location.

Same Room in the Same Hall: If you select yes to return the same room in the same hall WITHOUT a roommate for a space in CHS, Fleming, Garrett, Greene, & Scott ONLY, you do not need to return to the site to select a room. If your current roommate wants to return to the

same room, he/she must also select "Yes" to this question when contracting to be placed in his/her same room.

Room Selection: Students who electronically sign a contract and DO NOT select a specific room will have a room selected for them after February 26, 2016. If you wish to have an incoming student as a roommate, please contact Campus Living at 252-328-4663 as soon as you make your room selection to request a Hold Bed Space.

Not Sure if You Want to Remain on Campus? You can sign up at this time, select a room, and cancel your contract without penalty up until **May 31, 2016**. So if you are not sure where you want to live in the fall, you can always sign a contract, select a room and decide later.

Changing my room selection? During the process you are to make changes to your room assignment, but to have the best selection; students should take advantage of the specific room selection date as noted. If a student signs up for a room space with a confirmed roommate pairing, and then chooses select a different space, the roommate pairing will be broken, and the roommate will NOT be placed with you in the changed room selection. Please contact Campus Living if you have any questions.

I want to live in or return to Gateway Hall on College Hill or one of the other Living Learning Communities: Gateway Hall is reserved for new and returning students in Living Learning Communities- if you are eligible for placement in Gateway Hall or another hall, you will receive information on how to select a room assignment.