2023-2024 Room Selection Guide

The annual returning student room selection process (room selection) is the process by which current students select on-campus housing for the next academic year. The process occurs entirely through the myHousing portal during Winter Quarter.

Eligibility

The University of Chicago has a six-quarter residency requirement – all traditional first-year students (have never attended college previously) are required to live on-campus during the first six quarters of enrollment. Summer quarters do not count towards the fulfillment of the residency requirement. Quarters spent in study abroad programs do count towards the fulfillment of the residency requirement.

Students subject to the residency requirement who do not self-participate in room selection will be assigned to any available bed, in any House or residence hall, by Housing & Residence Life at the conclusion of room selection.

Undergraduate students who are not subject to the residency requirement must opt-in through the myHousing portal to participate in room selection. The opt-in deadline is 11:59 PM on Friday, January 27. No opt-in requests will be accepted after this date. Students who miss the opt-in date will not be able to participate in any portion of room selection but may add themselves to a waitlist for on-campus housing between Monday, April 3 – Friday, April 14.

Only actively enrolled undergraduate students in the College may participate in room selection. Students on a leave of absence or suspension are not eligible to participate in room selection.

General Overview

Room selection consists of 2 parts: House Lottery and General Lottery. Eligible students can choose to participate in one or both parts:

- **House Lottery** – for students who wish to select a bed space in their current House for the following academic year. For more details on the House Lottery, click here
- **General Lottery** – for students who wish to select a bed space in a different House or residence hall for the following academic year. For more details on the General Lottery, click here

The policies and procedures governing room selection are outlined within this guide. Housing & Residence Life reserves the right to institute changes to these policies and procedures as deemed necessary and these will be communicated in a timely manner to impacted students. Students are strongly encouraged to review this guide in its entirety, even if they have participated in room selection previously as room selection policies may change from one academic year to the next.
Room Selection Terminology

Please familiarize yourself with the terms and their specific definitions as used in room selection context:

1. **House Lottery Timeslot** – the date and time a student can select a bed space in their House Lottery. For more details on how the House Lottery Timeslot is determined, click [here](#).
2. **General Lottery Timeslot** – the date and time a student can select a bed space in the General Lottery. For more details on how the General Lottery Timeslot is determined, click [here](#).
3. **House Percentage** – our goal is to design House communities with a mixture of first year and returning students. If the number of returning students who select a bed space in a House during the House Lottery exceeds fifty percent (50%) of the total bed spaces of the House, the remaining vacant bed spaces will not be offered in the General Lottery, but rather used for the next incoming class of first year students.
4. **Roommate Group** – each student must be part of a roommate group to select a bed space during room selection. This includes students who do not have other specific students they wish to live with and students who wish to live in a single occupancy room. Roommate groups can be formed between students of the same House or students of different Houses. For more details on Roommate Groups, click [here](#).
5. **Group Leader** – Each Roommate Group must have a Group Leader. This student who will be responsible for completing several tasks on behalf of their entire Roommate Group, including initial creation of the Roommate Group, and selecting/assigning themselves and all Group Members to bed spaces during room selection. For more details on Group Leaders, click [here](#).
6. **Group Member** – All other students in the same Roommate Group who are not the Group Leader are called Group Members. Group Members are responsible for joining their Roommate Group before the start of room selection. For more details on Group Members, click [here](#).
Room Selection Schedule

House Lottery – **Monday, February 20 – Thursday, March 2**

House Lotteries are grouped by residence hall, meaning that all the Houses within a specific residence hall will occur on the same date, according to the table below. Students may only participate in one House Lottery. Students select bed spaces within their House Lottery based on their House Lottery Timeslot. For more details on timeslots, click [here](#).

<table>
<thead>
<tr>
<th>Hall</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burton Judson</td>
<td>Monday, February 20</td>
</tr>
<tr>
<td>Campus North East</td>
<td>Tuesday, February 21</td>
</tr>
<tr>
<td>Campus North West</td>
<td>Wednesday, February 22</td>
</tr>
<tr>
<td>International House</td>
<td>Thursday, February 23</td>
</tr>
<tr>
<td>Max Palevsky</td>
<td>Friday, February 24</td>
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<tr>
<td>Snell-Hitchcock</td>
<td>Monday, February 27</td>
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<tr>
<td>Renee Granville-Grossman</td>
<td>Tuesday, February 28</td>
</tr>
<tr>
<td>Woodlawn East</td>
<td>Wednesday, March 1</td>
</tr>
<tr>
<td>Woodlawn West</td>
<td>Thursday, March 2</td>
</tr>
</tbody>
</table>

Students will be able to select a bed space within the House they currently live in (for students living on-campus Winter Quarter) or the House they last resided in (for students not living on-campus Winter Quarter).

General Lottery – **Monday, March 20 – Friday, March 24**

Available spaces are determined based on House Percentage and not all Houses will be available. Students select bed spaces in the General Lottery based on their General Lottery Timeslot. For more information on timeslots, click [here](#).

Roommate Groups

Room selection is built such that every student who participates must be part of a roommate group. This includes students who do not have other specific students they wish to live with and students who wish to select single occupancy rooms.

Each group can be between 1-4 students. Groups can include students from the same House or students from different Houses/residence halls.

Each group must designate a Group Leader, while all other students within the same group are considered Group Members.

Group Leaders

For the House Lottery, the Group Leader must be eligible to participate in that specific House Lottery. See more information about each student’s House Lottery eligibility [here](#). In the case where there are multiple students within the same group who are eligible for the same House, the Group Leader ideally should be the student who has the highest Academic Level and a stable Internet connection. For the General Lottery, the Group Leader can be any student who is eligible for room selection and ideally should be the student with the earliest General Lottery Timeslot.

Each Group Leader is responsible for the following tasks on behalf of their entire group:

1. Create the group (name and password) in the myHousing portal before the start of room selection.
2. Provide each Group Member with the group name and password before the start of room selection.
3. Ensure all expected Group Members have joined the group before the start of room selection.
4. Select and assign themselves and each Group Member to a bed space once their House Lottery Timeslot or General Lottery Timeslot becomes active.
Group Members

Each Group Member is responsible for the following tasks

1. Obtain group name and password (credentials) from Group Leader before the start of room selection.
2. Using credentials provided by Group Leader, send request to join the group through myHousing portal before the start of room selection.
3. Make sure Group Leader has accepted your request to join the group before the start of room selection.

Students may only be part of 1 group at any given time. Students who wish to change groups must login to the myHousing portal to remove themselves from the first group and repeat the tasks above for the new group they wish to join. This decision should be communicated in advance with the Group Leader and all Group Members as they will automatically receive an email notification if a student removes themselves from the group.

To participate in the House Lottery portion of room selection, roommate groups must be completely formed prior to 11:59 PM (CST) on Friday, February 3. No roommate group modifications will be permitted until Monday, March 13 when modifications can be made in advance of the General Lottery portion of room selection.

Students who do not have other specific students they wish to live with and students who wish to select a single occupancy room must still create a group and will be responsible for all Group Leader tasks outlined above. In these cases, students should not provide the group name and password to other students.

Timeslots

Only Group Leaders will receive a House Lottery Timeslot, while each eligible student will receive a General Lottery Timeslot.

House Lottery Timeslot

To determine the order, they select bed spaces during their House Lottery, Group Leaders are grouped based on their House & expected Autumn 2023 Quarter Academic Level. The Academic Level is based on data provided by the Registrar's Office prior to the start of room selection. These groupings create 3 sets of Group Leaders per House: Rising Fourth Years, Rising Third Years, and Rising Second Years. Within each of these sets, Group Leaders are given a randomly generated House Lottery Timeslot. These time slots are ordered such that rising fourth year Group Leaders in a given House will have an earlier time slot than rising third year Group Leaders who will have an earlier time slot than rising second year Group Leaders in their House.

General Lottery Timeslot

To determine the order, they select bed spaces during the General Lottery, all room selection eligible students are grouped based on expected Autumn 2023 Academic Level. The Academic Level is based on data provided by the Registrar's Office prior to the start of room selection. These groupings create 3 sets of students: Rising Fourth Years, Rising Third Years and Rising Second Years. Within each of these sets, students are given a randomly generated General Lottery Timeslot. These time slots are ordered such that rising fourth year students will have an earlier time slot than rising third year students who will have an earlier time slot than rising second year students.

Time slots will be published to the myHousing portal during the week of February 13. All room selection time slots are in Chicago time (CST). If you are a Group Leader and will be participating in a location within another time zone, keep this in mind. In these instances, we recommend setting appropriate alarms or other notifications, so you don't miss your time slot(s).
General Room Selection Policies

**Housing Contract**
Students will electronically sign the Terms & Conditions of Residency (housing contract) prior to the start of room selection. Electronic signature of the housing contract and selection or assignment to a bed space will bind the student to living on-campus for the entire academic year. **Review this document in its entirety.**

**Apartments**
Group Leaders who select apartments must fill all available beds within the apartment. Housing & Residence Life reserves the right to re-assign groups who do not fill all available beds.

**Gender Inclusive Housing**
Roommate groups can either be single sex (all Group Members are the same biological sex) or mixed sex. Mixed sex groups must fill all available beds within the room(s) selected by the Group Leader. Housing & Residence Life reserves the right to re-assign mixed sex groups who do not fill all available beds within their selected room(s).

**Assignment Confirmation**
Each Group Leader will receive an email confirmation summarizing the bed space(s) selected and the Group Member assigned to each bed space once they have completed all required steps. Group Leaders are encouraged to forward this confirmation to all Group Members. Additionally, each Group Member will be able to see the bed space they have been assigned by logging into the [myHousing portal](#) after their Group Leader has completed all required steps.

**Changing Assignments**
Students wishing to change assignments after the conclusion of House Lotteries can participate in the General Lottery. More details about the General Lottery can be found [here](#). Students wishing to change assignments after the conclusion of the General Lottery may add themselves to the Summer Waitlist. More details about the Summer Waitlist can be found [here](#).

**Non-Reservable Bed Spaces**
There are bed spaces in each residence hall that may not be selected by any student during room selection. In most cases, these spaces are not available as they are being held in the event a student with an approved housing accommodation requires the space. These students can either be current students or students that are part of the next incoming class. Housing & Residence Life reserves the right to change which spaces are considered non-reservable from one academic year to the next. Students may add themselves to the Summer Waitlist for these spaces. Should the space not be needed for a student with a specific housing accommodation, Housing & Residence Life will first attempt to fill the bed space(s) with students from the waitlist before students from the incoming class. More information about the Summer Waitlist can be found [here](#).

**Students with Housing Accommodations**
Eligible students who have approved housing accommodations through [Student Disability Services](#) must still participate in room selection if they are required or wish to live in on-campus housing. Housing & Residence Life does not automatically assign students with approved accommodations to housing. Housing & Residence Life will not provide specific housing accommodations to any student who doesn’t have an active accommodation letter from Student Disability Services.

Students with approved housing accommodations may only select from bed spaces that are available during room selection. If a student cannot select a bed space that meets their approved accommodation(s), they should select any available space and follow-up with our office by emailing [housing@uchicago.edu](mailto:housing@uchicago.edu) as soon as possible. In these instances, our office will work directly with the student to re-assign them to a space that meets their approved accommodation(s). Depending on the accommodation, this may mean re-assignment to a different House or residence hall, although we will do our best to minimize those types of instances.
Remaining Vacancies

Any remaining vacancies within multi-occupancy rooms at the conclusion of the House Lottery will be offered before fully open rooms during the General Lottery, if the House has not exceeded the House Percentage. In cases where vacancies remain after room selection has concluded, these will likely be filled during the summer months by our office. We will do our best to avoid assigning incoming students into spaces selected by returning students but cannot guarantee these types of occurrences.

Room & Board Rates

Room and board rates are determined annually by The University of Chicago Board of Trustees. Students should typically expect rates to increase 4-5% over the current year’s rates. The 2023-2024 rates will be posted to the Housing & Residence Life website once they have been approved.

Meal Plans

Every on-campus student is required to subscribe to a meal plan. Students will automatically be assigned to the default meal plan for the room type they select during room selection:

- Single and double occupancy rooms and suites: Unlimited Meal Plan
- Apartments: Apartment Meal Plan

Meal plans are overseen by UChicago Dining. More information on plans, including change options and deadlines can be found here.

Summer Waitlist

Students who didn’t opt in to participate in room selection or students who did participate but wish to change their selected bed space may add themselves to the waitlist for an assignment/assignment change over the summer months. The waitlist will open in the myHousing portal on Monday, April 3 and close at 11:59 PM on Friday, April 14.

There is no guarantee that a student on the waitlist will receive an assignment/assignment change during the summer months. Students on the waitlist will be offered an assignment/assignment change, based on space availability, their assigned House, and their presumed Autumn 2023 Quarter Academic Level.

Example: Student A and Student B add themselves to the waitlist, both students live in the same House and have indicated a preference for the same space on their waitlist forms. Student A is a rising fourth year student, while Student B is a rising third year student. If our office can offer an assignment change over the summer, Student A will be re-assigned to the space over Student B.

During the summer months, our office will automatically re-assign waitlisted students — students will not be given an opportunity to either accept or decline the re-assignment. Students will only be re-assigned if a space within their preferences can be offered. To this end, students should not add a preference that they are not willing to be re-assigned to. Students may monitor their assignment for any updates by periodically visiting the myHousing portal.
Preparing for Room Selection Checklist

✓ Read this guide

☐ Put room selection dates in your calendar.

☐ Decide whether you’d like to live with other specific students or not. If you want to live with other specific students, talk with them about their plans for room selection, including your room preferences. Have a plan going into room selection in case your preferences aren’t available. Prior to and during room selection, you can monitor available bed spaces through a non-login portion of the myHousing portal. Once this feature is active, Housing & Residence Life will share more details. Don’t wait until room selection starts to develop a plan on the fly!

☐ Determine who will act as the Group Leader for your roommate group. Remember, you must be in a roommate group to participate in room selection – including if you do not have other specific students you wish to live with and if you wish to live in a single occupancy room. Work with your Group Leader to ensure all steps are completed before room selection starts. More information about these steps and each student’s responsibilities can be found here.

Frequently Asked Questions

1. How do I know if I’m required to live on-campus or not?

The University of Chicago has a six-quarter residency requirement – all traditional first-year students (have never attended college previously) are required to live on-campus during the first six quarters of enrollment.

Students subject to the residency requirement who do not self-participate in room selection will be assigned to any available bed, in any House or residence hall, by Housing & Residence Life at the conclusion of room selection.

Undergraduate students who are not subject to the residency requirement must opt-in through the myHousing portal to participate in room selection. The opt-in deadline is 11:59 PM on Friday, January 27. No opt-in requests will be accepted after this date. Students who miss the opt-in date will not be able to participate in any portion of room selection but may add themselves to the summer waitlist for on-campus housing between Monday, April 3 – Friday, April 14.

2. I’m unsure if I want to live on-campus next year. What should I do?

If you are not subject to the University’s residency requirement, do not participate in room selection unless you are sure you want to live on-campus. If you decide you want to live on-campus later, reach out to us via housing@uchicago.edu or through the myHousing portal live chat feature and we can provide guidance on whether housing can be offered or not. You should have a back-up plan in place in the event on-campus housing can’t be offered.

3. I’m currently on a leave of absence or suspended. Can I participate in room selection?

No. Students must be an actively enrolled undergraduate student in the College to participate in room selection. Students on a leave of absence or suspension may not participate in room selection but should reach out us via housing@uchicago.edu once they are approved to resume studies if they are subject to the College’s residency requirement or wish to live on-campus.

4. When will I know my time slot(s)?

Each eligible student will be able to view their time slot(s) in the myHousing portal beginning the week of February 13.

Only Group Leaders will receive a House Lottery Timeslot, while each eligible student will receive a General Lottery Timeslot.

5. I don’t have other specific students that I want to live with. Do I still need to form a roommate group?

Yes. One of the foundational requirements of room selection is that every student must be part of a roommate group. Roommate groups can be between 1-4 students. Students who do not have other specific students they wish to live with must still form a roommate group and will act as their own Group Leader. More information about roommate groups can be found here.
6. I have a housing accommodation from Student Disability Services. What should I do?

Eligible students who have approved housing accommodations through Student Disability Services must still participate in room selection if they are required or wish to live in on-campus housing. Housing & Residence Life does not automatically assign students with approved accommodations to housing.

Students with approved housing accommodations may only select from bed spaces that are available during room selection. If a student cannot select a bed space that meets their approved accommodation(s), they should select any available space and follow-up with our office by emailing housing@uchicago.edu as soon as possible. In these instances, our office will work directly with the student to re-assign them to a space that meets their approved accommodation(s). Depending on the accommodation, this may mean re-assignment to a different House or residence hall, although we will do our best to minimize those types of instances.

7. My friends and I live in different Houses and want to live together next year. What should we do?

As part of planning for room selection, students who live in different Houses, but wish to live together, should discuss, and settle on the House Lottery they wish to enter. Students may only participate in 1 House Lottery, so it's important to sort this detail out early. Remember that your Group Leader must be eligible to participate in the House Lottery for the House you chose to select bed spaces in.

8. I want to live in a different House next year. What should I do?

You have 2 options available to you – you can either join a roommate group with friends living in another House or you can form your own roommate group and select from bed spaces available during the General Lottery. Keep in mind that not all Houses will have bed spaces available in the General Lottery, due to House Percentages being exceeded. There is always a chance that the House or hall you really want to live in might not have bed spaces offered in the General Lottery. As part of planning for room selection, you should consider if you would be happy to return to your current House if your preferred House or hall isn't available during the General Lottery. You can then review bed spaces available during the General Lottery and change your assignment to your preferred House or hall or keep the bed space you previously selected in your current House. If you select or assigned to a space during the House Lottery and decide to also participate in the General Lottery, the space selected/assigned during the House Lottery will only be changed if your Group Leader selects a new space during the General Lottery. More information about the General Lottery can be found here.

9. Will I be able to see floorplans and available bed spaces before and during room selection?

Yes. Floorplans and a real-time list of available bed spaces will be available before and during room selection. These resources will be available in an area of the myHousing portal that doesn’t require you to login. An email update will be shared once these resources are available.

The myHousing portal has a set cap on the number of active users at any given time to ensure overall application stability. Once the cap is reached, others trying to login will receive an error. Group Leaders should login only once their time slot has become active.

10. One or more bed spaces weren't filled in the room I selected. What will happen to them?

Vacant bed spaces can be filled in a variety of ways – they may be selected by other students during the General Lottery, filled over the summer months with a student from the Summer Waitlist, filled by a student resuming studies after a leave of absence or assigned to a student in the incoming class. You can monitor your housing assignment details over the summer months via the myHousing portal for any changes to room/suitesmates.

11. One of the students in my roommate group is thinking of taking a leave of absence, studying abroad or not returning to UChicago next Autumn Quarter. What will happen to the bed space they were assigned to?

While not common, occasionally a student will participate in room selection and later take a leave of absence, study abroad or choose not to return to UChicago. In these cases, our expectation is that the student communicates this update with any students they were planning to live with, as we are prevented from sharing those sorts of details with other students for privacy reasons. The vacancy that results will be filled in one of the manners described in the previous question. The dynamic nature of the housing assignment process means we are unable to offer the remaining students an opportunity to select another specific student to fill the vacancy.
12. I participated in room selection, but now want to live off-campus. Can I cancel my housing assignment?

Students who are not subject to the College’s residency requirement may cancel their housing assignment for a limited period after room selection. To cancel, the student must submit a written (electronic mail) request to Housing & Residence Life in accordance with the following date and fee schedule:

<table>
<thead>
<tr>
<th>Cancellation Request Submitted</th>
<th>Cancellation Fee Assessed</th>
</tr>
</thead>
<tbody>
<tr>
<td>On or before May 31, 2023</td>
<td>$0</td>
</tr>
<tr>
<td>June 1 – 30, 2023</td>
<td>$250.00</td>
</tr>
<tr>
<td>July 1 – 31, 2023</td>
<td>$500.00</td>
</tr>
<tr>
<td>August 1 – 31, 2023</td>
<td>$750.00</td>
</tr>
<tr>
<td><strong>No cancellations permitted after August 31, 2023</strong></td>
<td></td>
</tr>
</tbody>
</table>

Cancellation requests must be submitted via email at: housing@uchicago.edu. Cancellation requests submitted by any other means will not be honored or processed. Cancellation fees will be billed to the student’s account and payable through the University Bursar. Requests for waivers of cancellation fees will be not considered. Cancellation fees are not assessed to students who take a leave of absence or study abroad.

13. I have a different question. Who can I contact?

You can reach out via housing@uchicago.edu or through the myHousing portal live chat feature. Keep in mind that room selection season is a busy time for our office, and it may take us up to 48 hours to reply to your email. The live chat feature is a great option for brief questions as we can answer those in real time. If your question is more complex, we recommend reaching out via email.