



2019-2020
Guide to Room Selection

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Important Room Selection Terminology

1. **Housing Contract Card** (the “pink” card) – Pre-printed card provided to each student living on-campus Spring Quarter, who is not expected to graduate, that is required to participate in room selection.
2. **House Lottery Number** – Number that is used to determine the order students select rooms in the House Lottery; based on number of quarters lived in current House and enrolled in the College.
3. **Hall & General Lottery Number** – Number that is used to determine the order students select rooms in the Hall & General lotteries; based on number of quarters lived in housing and enrolled in the College.
4. **Building Quota** – Our goal is to design House communities with a mixture of first-year and returning students. If the number of returning students in a particular House exceeds half of the total available beds in the House, additional spaces may not be made available in these Houses for the Hall & General lotteries.
5. **Proxy** - A current on-campus student who has written permission from another on-campus student or a student studying abroad Spring Quarter authorizing them to reserve a room for them because they are unable to attend a particular lottery.
6. **Puller** - A current on-campus student who has a better lottery number and will be pulling in one or more other students as room/suitemates to a multi-occupancy room.
7. **Pullee** - A student who gets pulled-in by an on-campus student with a better lottery number. A pull-in may or may not be living on-campus or come from within the same House.

General Information

The annual room selection process, also known as "The Lottery," occurs in early May and allows current on-campus students and students studying abroad in University-sponsored programs, to select their rooms and roommate(s) for the following academic year. Students living on-campus during the Spring Quarter are guaranteed a space in their current House for the next academic year, if they participate in the House Lottery.

ⓘ Eligible students who do not select a room during the room selection process will be offered housing on a space available basis in late summer after the first-year room assignment process has concluded. If on-campus housing can be offered, options may be limited, including the opportunity to return to your current House.

Room Selection consists of three major processes:

1. *House Lottery* - for students who wish to return to their current House
2. *Hall Lottery* - for students who wish to change Houses within their current residence hall
3. *General Lottery* - for students who wish to change residence halls

Current on-campus students may choose to participate in one, two, or all three of the processes outlined above.

The policies and procedures governing the room selection process are outlined within this guide. Students are strongly encouraged to read through the entire guide, as well as ask questions when needed, especially if they have not previously participated in the lottery.

Housing & Residence Life reserves the right to institute changes to room selection policies and procedures as deemed necessary.

Room Selection Schedule

House Lottery – Tuesday, May 7

The House Lottery is for students who wish to return to their current House and is run by each House's Resident Head(s). The time and location of the lottery vary from residence hall to residence hall but will generally be consistent for all Houses within the same residence hall and will be posted in each House. Students may only participate in one House Lottery.

Hall Lottery – Monday, May 13, 2 PM

Campus North Residential Commons, Housing & Residence Life Office

The Hall Lottery is for students who wish to change Houses within their current residence hall. Students select rooms in order of their Hall & General Lottery Number. Available spaces are determined based on building quota - not all Houses may be available. A communication will be sent to on-campus students on Friday, May 10 listing the Houses that will have spaces available.

General Lottery – Wednesday, May 15, 7 PM

Campus North Residential Commons, Classrooms 154 & 158

The General Lottery is for students who wish to change residence halls. Students select rooms in order of their Hall & General Lottery Number. Available spaces are determined based on building quota - not all Houses may be available. A communication will be sent to on-campus students on Tuesday, May 14 listing the Houses that will have spaces available.

Housing Contract Card

All students living on-campus Spring Quarter, who are not expected to graduate, will receive a pre-printed housing contract card (the “pink” card) in their on-campus mailbox by Monday, April 29.

If you do not receive a contract card or misplace your card, you **MUST** [email](#) Housing & Residence Life. Check your on-campus mailbox prior to emailing Housing & Residence Life. The deadline for issuing a replacement card is 5 PM on Monday, May 6. Replacement cards are not available during any lottery.

You are required to turn in your contract card at the time you select a room, this is a binding contract with the University. If you plan to participate in more than one lottery, your contract card will be available at the next lottery.

❗ We strongly recommend placing the card in a safe place where it will not be lost. The card is your access to participate in the lottery and you will not be permitted to participate in any stage of room selection without it.

❗ If you are unsure if you wish to live on-campus next year, do not submit your contract card. Eligible students who do not select a room during the room selection process will be offered housing on a space available basis in late summer after the first-year room assignment process has concluded. If on-campus housing can be offered, options may be limited, including the opportunity to return to your current House.

Eligibility

Current Resident Students

Current full-time enrolled College students living on-campus Spring Quarter may participate in room selection. Students who take a leave of absence prior to the start of room selection will not be permitted to independently participate but may be pulled into multi-occupancy spaces ([click here for pull-in policies](#)).

Students Under 18 Years of Age

The legal age of majority in the state of Illinois is 18 years of age. Any student who has not reached 18 years of age prior to the start of room selection is required to obtain the signature of their parent/guardian on their contract card to participate in room selection. Students who will be under the age of 18 during room selection will receive their contract card in their campus mailbox by Friday, March 8. If you do not expect to have your contract card returned before the start of room selection, you must [email](#) Housing & Residence Life no later than 5 PM on Monday, April 29. Failure to contact us by this deadline will result in you being unable to participate in room selection.

Students Studying Abroad Spring 2019

Students studying abroad in University-sponsored programs who wish to live on-campus for the following Autumn Quarter must designate a proxy to select their room for them. Proxies must be current resident students. Housing & Residence Life staff, including RHs & RAs may not serve as proxies. Students must provide their proxy with their signed contract card and completed [proxy form](#) prior to room selection. Your proxy must be present at the lottery with both documents. Students studying abroad during Spring Quarter will receive their contract card in their campus mailbox by Friday, March 8.

Students Studying Abroad Autumn 2019

Students who intend to study abroad during Autumn Quarter may not participate in room selection, as they will not be living on-campus. These students will be contacted mid-Autumn Quarter with details for on-campus housing for Winter Quarter.

Off-Campus Students

Current full-time enrolled College students living off-campus Spring Quarter may be pulled into a multi-occupancy space by another student who intends to live on-campus next year ([click here for pull-in policies](#)) or may submit a housing contract and will be assigned by Housing & Residence Life in late summer, if space is available. Off-campus students must complete and submit a housing contract to Housing & Residence Life no later than Tuesday, May 28. You may obtain a contract by sending an [email](#) to Housing & Residence Life.

Students on a Leave of Absence

Students currently on a leave of absence may not independently participate in room selection and will not receive a contract card or any lottery numbers. These students may be pulled into a multi-occupancy space by another student who intends to live on-campus next year ([click here for pull-in policies](#)).

In order to maintain their assignment, the student on leave must:

1. Complete and submit a housing contract to Housing & Residence Life no later than Tuesday, May 28. You may obtain a contract by sending an [email](#) to Housing & Residence Life.
2. Be approved to return for Autumn Quarter by the Dean of Students (DOS) in the College. If Housing & Residence Life does not receive confirmation from the DOS by Friday, September 6, your assignment will be automatically cancelled. In these cases, the remaining student(s) in the room will not receive pull-in rights and the vacancy will be re-assigned by Housing & Residence Life

Students who select a room during room selection and then take a leave of absence may retain the assignment they selected, provided they are approved to return for Autumn Quarter by the Dean of Student (DOS) in the College. If Housing & Residence Life does not receive confirmation from the DOS by Friday, September 6, their assignment will automatically be cancelled. In cases where a student has selected a space within a multi-occupancy room, the remaining student(s) in the room will not receive pull-in rights and the vacancy will be re-assigned by Housing & Residence Life

Students with Enrollment Restrictions

Students with enrollment restrictions at the time of room selection will be permitted to participate. If restrictions are not released by Friday, September 6, your assignment will be automatically cancelled. In these cases, if the assignment is in a multi-occupancy room, the remaining student(s) will not receive pull-in rights and the vacancy will be re-assigned by Housing & Residence Life.

Seniority Guidelines

Room selection order is determined by seniority. Please refer to the following section for how seniority calculations are determined.

House Lottery Seniority

Each student's seniority is determined by 2 factors: *Number of Quarters in House & Number of Quarters in College*. These calculations create *House Lottery Cohorts* or groups of students with the same seniority. Only regular academic year quarters are used to determine seniority – summer quarters, quarters earned while in high school, etc. are not applicable.

Housing & Residence Life will email students on Monday, April 8 with a link to their House's un-randomized seniority list. **Each student is responsible for reviewing their seniority calculations for accuracy and communicating any questions or errors by sending an [email](#) to Housing & Residence Life.** The deadline for submitting seniority calculation errors is Friday, April 12. Any errors identified after this date will not be corrected.

Housing & Residence Life will randomize the House Lottery Cohorts and assign each student a House Lottery Number which will be used to determine the order in which students select rooms during the House Lottery. Housing & Residence Life will email students on Monday, April 15 with a link to the House Lottery randomized list.

Hall & General Lottery Seniority

Each student's seniority is determined by 2 factors: *Number of Quarters in Housing & Number of Quarters in College*. These calculations create *Hall & General Lottery Cohorts* or groups of students with the same seniority. Only regular academic year quarters are used to determine seniority – summer quarters, quarters earned while in high school, etc. are not applicable.

Housing & Residence Life will randomize the Hall & General Lottery Cohorts and assign each student a Hall & General Lottery Number, which will be used to determine the order in which students select rooms during both the Hall & General lotteries. Housing & Residence Life will email students on Monday, April 15 with a link to the Hall & General Lottery randomized list.

Students Who Have Studied Abroad

Students who have studied abroad in University-sponsored, quarter-long programs during the current academic year will accrue one quarter each of House/housing and College seniority during their time abroad.

Students who were unable to return to their previous House due of lack of available space must [email](#) Housing & Residence Life no later than Monday, April 1 if they wish to be included on their previous House's seniority list. In these cases, students will retain all seniority accrued in their previous House, including the quarters they lived in their current House. Failure to contact us by this deadline will result in student only being able to participate in their Spring Quarter House Lottery and only accruing seniority for their current House.

Students Who Have Taken a Leave of Absence

Students who return to their previous House after a leave of absence will retain all previously accrued House and College seniority, with the exception of the quarter(s) they were on leave.

Students who were unable to return to their previous House due of lack of available space must [email](#) Housing & Residence Life no later than Monday, April 1 if they wish to be included on their previous House's seniority list. In these cases, students will retain all seniority accrued in their previous House, including the quarters they lived in their current House. Failure to contact us by this deadline will result in student only being able to participate in their Spring Quarter House Lottery and only accruing seniority for their current House.

Off-Campus Students

Students who return to housing after living off-campus, for any length of time and for any reason, lose all previously accrued housing seniority.

Room Selection Policies

Housing Contract

Once your contract card is submitted during room selection, you are bound to the Terms & Conditions of Occupancy. Students living at Vue53 are subject to building-specific guidelines and policies, in addition to those in the above document, that will be shared during the first House meeting. Housing contracts are for an entire academic year (Autumn, Winter and Spring Quarters). Ordinarily, once a housing contract is executed, students will not be released from said contract. If, however, you experience extenuating circumstances, you may seek a release from your contract by [emailing](#) Housing & Residence Life to provide additional details on your specific circumstances. If you are granted a release, fees may apply.

Assignment Confirmation

Your assignment is not confirmed until you submit your housing contract and re-application card to your Resident Head or a Housing & Residence Life staff member during the lottery.

Changing Assignments

You may change your assignment by participating in more than one process. Students may only hold one assignment at a time, therefore if you select a different room during a subsequent lottery, your previous assignment will be released and re-assigned to another student. The official record of assignments is the house chart used by Resident Heads and Housing & Residence Life staff to record student assignments during room selection. If there is a discrepancy between a contract card and the house chart, the assignment on the house chart will be considered to be the accurate assignment.

Proxy

Students unable to attend room selection in person may designate a proxy to select a room on their behalf. Proxies must be current resident students. Housing & Residence Life staff, including RHs & RAs may not serve as proxies. Students must provide their proxy with their signed contract card and completed [proxy form](#) prior to the lottery. Your proxy must be present at the lottery with both documents. Housing & Residence Life will not accept proxy forms from prior years, nor handwritten notes, emails, text messages or other documents.

Non-Reservable Rooms

There are rooms in each residence hall physically designed for students who require specific housing accommodations. These spaces are not available during room selection but may be released and used for students who add themselves to the General Waitlist, beginning Tuesday, May 28. Housing & Residence Life reserves the right to determine non-reservable rooms, which may change from one academic year to the next.

Housing Accommodations

Students who have approved housing accommodations must contact Student Disability Services by Friday, March 8 to coordinate the continuation of these accommodations for the following academic year, unless accommodations are noted as being applicable for the duration of a student's enrollment. Housing & Residence Life will not provide specific accommodations to any student without prior approval from Student Disability Services. Students with approved accommodations may only select from available spaces during room selection. Non-reservable rooms may not be selected by students with approved accommodations, but rather may be used if a student is unable to select a space that meets their approved accommodation. In cases where a student has approved accommodations and there is not a space that meets said accommodations, the student should select any available space and then [email](#) Housing & Residence Life to discuss options for changing their assignment to one that meets their approved accommodations. In some cases, this may also result in a change of Houses, depending on a student's accommodations and space availability.

Residence Hall & Room Type Guidelines

The following policies are applicable for specific buildings and room types:

Vue53

Incoming first-year students may not be pulled into spaces in Vue53. Students living at Vue53 are subject to building-specific guidelines and policies, in addition to those in the Terms & Conditions of Occupancy, that will be shared during the first House meeting. Summer storage is not available at Vue53 – students in need of storage must arrange off-campus storage at their own expense.

Max Palevsky Residential Commons

Pull-ins to rooms in Max Palevsky must fill one side of double occupancy suites prior to being able to fill the other side. A student may not select a bed in one side of the suite and pull-in a suitemate to a bed on the other side without having filled the second bed on their side.

Apartments

In Campus North Residential Commons and Renee Granville-Grossman Residential Commons, students must fill all beds within an apartment at the time they are selecting their assignment. In Stony Island & Vue53, students are not required to fill beds within an apartment, however they must fill one bedroom of the apartment prior to being able to fill the second bedroom.

Pull-Ins

The following policies govern the pulling in of room/suitemates to multi-occupancy spaces. Students may pull in any student(s) eligible to live on-campus. Students being pulled in should be confident in their puller's housing plans. If a puller changes their room at a subsequent lottery or otherwise leaves the College, the pullee's housing contract is still valid and their room assignment may be changed. In these cases, it is the responsibility of the student being pulled in to contact Housing & Residence Life to verify if any changes will be made. In cases where a current resident wishes to pull-in a student not already living in the same House, they are limited to pulling in one student.

Current Resident Student Pull-Ins

Pullees that are current resident students must be present with their puller and signed contract card at the lottery. If a pullee cannot attend, they must designate their puller as a proxy by providing their signed contract card and proxy form to their puller.

Leave of Absence Pull-Ins

Students who wish to pull-in another student who is on a leave of absence must notify their Resident Head or Housing & Residence Life staff at the time they are selecting their room. Pull-ins that are on a leave of absence must submit a signed housing contract to Housing & Residence Life by Tuesday, May 28. Students may obtain a contract by sending an [email](#) to Housing & Residence Life. The pullee's assignment will not be confirmed until Housing & Residence Life has received their housing contract and notice from the Dean of Students (DOS) in the College approving their return. If Housing & Residence Life does not receive confirmation from the DOS by Friday, September 6, the pullee's assignment will be automatically cancelled. In these cases, the remaining student(s) in the room will not receive pull-in rights and the vacancy will be re-assigned by Housing & Residence Life

Study Abroad Pull-Ins

Students who wish to pull-in another student who is studying abroad Spring Quarter must notify their Resident Head or Housing & Residence Life staff at the time they are selecting their room. The puller must present the pullee's signed contract card and proxy form.

Off-Campus Pull-Ins

Students who wish to pull-in another student who is living off-campus must notify their Resident Head or Housing & Residence Life staff at the time they are selecting their room. Pullees that are living off-campus must submit a signed housing contract to Housing & Residence Life by Tuesday, May 28. Students may obtain a contract by sending an [email](#) to Housing & Residence Life. The pullee's assignment will not be confirmed until Housing & Residence Life has received their housing contract.

Incoming First-Year Student Pull-Ins

Students who wish to pull-in an incoming first-year student must notify their Resident Head or Housing & Residence Life staff at the time they are selecting their room. Incoming first-year students must specifically request their puller as their roommate on their housing application. Incoming first-year student pull-ins are not permitted in Vue53.

Remaining Vacancies

Any remaining vacancies in multi-occupancy rooms will be offered at the Hall & General lotteries, where practical, before fully empty spaces. Available spaces are determined based on building quota - not all Houses may be available.

Open Housing

Open housing is the term used to refer to gender neutral housing, where students of opposite biological sex reside within the same room/suite/apartment. This housing option is available to all students. Student must opt-in to open housing, meaning that no student will be required to live in open housing. Open housing is an option for all multi-occupancy rooms, with the exception of those that are part of a single sex floor.

The following guidelines govern open housing rooms:

1. Housing assignments are defaulted to single biological sex unless the students living in a specific room have specifically requested open housing and submitted an [Open Housing Declaration](#) to Housing & Residence Life
2. The number of open housing spaces may change throughout the academic year as students change rooms or leave housing. Students living in a room that experiences a vacancy will be provided an opportunity to change the room from single sex to open housing or vice versa. All students living in the room must agree on any change to the designation of the room.
3. Students selecting rooms during the lottery who wish to designate their room as open housing must fill bed spaces at the time they are making their reservation and submit an [Open Housing Declaration](#).
4. If a vacancy occurs in an open housing room between the end of the lotteries and the start of the next academic year, the remaining students will be contacted by Housing & Residence Life and given five (5) business days to fill the vacancy with another student. If they are unable to fill the vacancy, Housing & Residence Life reserves the right to re-assign any or all the remaining students to single sex rooms and/or convert that space to a single sex space.

Room & Board Rates

The 2019-2020 room and board rates are typically posted to the Housing & Residence Life [website](#) shortly before the start of room selection.

Meal Plans

Participation in the residential dining program is one of the fundamental cornerstones of community development in the Houses. A dining plan is required for all students who live on-campus. Students will be automatically be assigned the default meal plan for the room type they select during the lottery:

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

Second, third, fourth-year students may make changes to their meal plan during the first week of each quarter only. Meal plan upgrades or purchases of additional Maroon Dollars may be made at any time. All meal plan changes must be made in-person by visiting UChicago Dining. First-year students are required to be on the Unlimited Meal Plan.

More information on meal plan options, including information on how to change your plan can be found [online](#).

General Waitlist

Students who reserved a room during room selection, but did not receive their preferred hall, House or room type, may add themselves to the Summer General Waitlist for potential moves during the summer months. The 2019 Summer General Waitlist will be available between Tuesday, May 28 and Friday, June 28. Students may complete and submit the General Waitlist form through the Housing & Residence Life [website](#). Students who did not participate in room selection may not add themselves to the General Waitlist. No forms will be accepted after Friday, June 28.

Spaces used for waitlist moves may come from the release of non-reservable rooms or vacancies from other students who take a leave of absence or transfer during the summer months. The seniority process used during room selection and previously outlined in this guide will be used to determine the re-assignment of spaces over the summer months. Students are encouraged to add themselves to the General Waitlist prior to the end of the academic year, as once a space has been filled, it will not be re-assigned if a student with greater seniority submits a General Waitlist form later in the summer. There is no guarantee that submitting a waitlist form will result in a change of assignment.

During the summer months, Housing & Residence Life will automatically re-assign waitlisted students, therefore students should regularly check the [my.UChicago portal](#) for any assignment changes. Students may not change their assignment back once an automatic move has been made. Room and board rates will automatically be updated for assignment changes made during the summer months.

The 2019-2020 Academic Year General Waitlist will open Monday, September 23 and remain open until week 7 of Winter Quarter. The Summer General Waitlist will not carry over to the Academic Year General Waitlist.

If you submit a waitlist form and later decide to remove yourself or you wish to change your housing preferences, you must send an [email](#) to Housing & Residence Life.

Preparing for the Lottery

Below is a list of helpful tips to prepare for room selection:

- ✓ **Read this guide.**
- Put the dates and times of the lotteries in your calendar.** House Lottery times and locations vary and will be posted in each House. Depending on the number of students participating, each lottery can be several hours long – plan accordingly. The lotteries begin on time and students who arrive late go to the end of the process, regardless of lottery number.
- Plan for room selection by determining where and with whom you'd like to live.** Have a few options going into room selection in case your preferred room or room type isn't available. Now is also the time to talk with friends about pull-in options.
- Make sure you have received your housing contract card.** This card will be put in your on-campus mailbox by Monday, April 29.
- Sign your contract card and put it in a safe place (we recommend leaving it in your mailbox).** If you do not receive a contract card or misplace your card, you must [email](#) Housing & Residence Life. The deadline for issuing a replacement card is 5 PM on Monday, May 6. Replacement cards are not available during any lottery.
- Give proxy your signed contract card and [proxy form](#).** For students studying abroad Spring Quarter or who are unable to attend a lottery.

On Lottery Day

- Be on time with your signed contract card.** No contract card – no room assignment!
- Check-in.** Be sure you are accounted for by touching base with the staff member managing check-in. Remember that if you are pulling in other resident students they must be present too (or you must have their signed contract card and [proxy form](#))
- Select your room.** Once your lottery number is called, you will be given up to 2 minutes to select your room. You must submit your contract card when selecting a room. If you plan to participate in more than one lottery, your card will be available at the subsequent lottery. Remember that submitting your contract card means you are entering into a legally and financially binding contract for the entire academic year.
- Breathe a sigh of relief & celebrate.** We're happy you're living on-campus again – we hope you are too!

Over the Summer

- Check the [my.UChicago portal](#) for confirmation of your assignment, meal plan and roommate(s).** This is especially important if you submit a Summer General Waitlist form.

Frequently Asked Questions

1. What do I need to do to live on-campus next year?

- Make sure you have your contract card (the “pink” card)
- Create a plan for selecting your room – where do you want to live, who do you want to live with? Have a few options going into the lottery in case your preferred room or room type isn’t available
- Attend one or more of the lotteries

2. I didn’t receive or lost my contract card. What do I do?

You must have your contract card to participate in the lottery. If you do not receive a contract card or misplace your card, you must [email](#) Housing & Residence Life. The deadline for issuing a replacement card is 5 PM on Monday, May 6. Replacement cards are not available at any lottery.

3. Can I cancel my assignment after I submit my housing contract card?

Once your housing contract and re-application card is submitted during the lottery, you are bound to the Terms & Conditions of Occupancy. Housing contracts are for an entire academic year (Autumn, Winter and Spring Quarters). Ordinarily, once a housing contract is executed, students will not be released from said contract. If, however, you experience extenuating circumstances, you may seek a release from your contract by [emailing](#) Housing & Residence Life to provide additional details on your specific circumstances. If you are granted a release, fees may apply.

Students who are planning to designate a proxy to select a room on their behalf are still bound to their housing contract.

4. How is my seniority determined?

Seniority calculations vary slightly depending on the lottery:

- House Lottery: Number of Quarters in House and Number of Quarters in College
- Hall & General Lottery: Number of Quarters in Housing and Number of Quarters in College

5. When do I receive my lottery number?

You will receive an email with a link to your House Lottery Number on Monday, April 15. You will also receive an email with a link to the Hall & General Lottery Number list on Monday, April 15.

6. I’m studying abroad Autumn Quarter but want to live on-campus when I return. What do I do?

Students who intend to study abroad during Autumn Quarter may not participate in room selection, as they will not be living on-campus. These students will be contacted mid-Autumn Quarter with details on housing for Winter Quarter.

7. I like my current room. Can I keep it for next year?

Maybe. If your current room is available when your House Lottery Number is called, you are welcome to re-reserve it for next year, however we do not guarantee that you will be able to return to your same assignment.

8. I want to pull-in a friend to live with me. How do I do that?

Depending on your friend’s status (i.e. living on-campus, off-campus, on a leave, etc.), the process may be different. Additionally, certain residence halls and room types have policies governing pull-ins. [Click here for pull-in policies.](#)

9. I really want to live in another hall or House. What should I do?

Students living on-campus during the Spring Quarter are guaranteed a space in their current House for the next academic year, if they participate in the House Lottery.

Current resident students and students studying abroad may participate in one, two or all three lottery processes. The availability of spaces at the Hall & General lotteries is determined based on building quota - not all Houses may be available. A communication will be sent to on-campus students prior to each lottery outlining the Houses that will have spaces available.

If you would be happy to return to your current House if there isn't availability in your preferred hall or House during the Hall or General lotteries, you should participate in your House Lottery.

10. I'm not sure if I want to live on-campus next year. Should I participate in the lottery?

If you are unsure if you wish to live on-campus next year, do not submit your contract card. Students who do not select a room during the room selection process will be offered housing on a space available basis in late summer after the first-year room assignment process has concluded. If on-campus housing can be offered, options may be limited, including the opportunity to return to your current House.

11. I might be late to or not be able to attend the lottery. What should I do?

The lotteries begin on time and students who arrive late go to the end of the process, regardless of lottery number. Put the dates and times of the lotteries in your calendar now.

Students unable to attend a lottery in person may designate a proxy to select a room on their behalf. Proxies must be current resident students. Housing & Residence Life staff, including RHs & RAs may not serve as proxies. Students must provide their proxy with their signed contract card and completed [proxy form](#) prior to the lottery. Your proxy must be present at the lottery with both documents.

12. Not all of the spaces in the room I selected were filled. What happens next?

Vacancies in partially filled rooms may be filled in a number of different ways:

- Selected by another student during a subsequent lottery;
- Assigned to a student from the Summer General Waitlist;
- Assigned to a student returning from a leave of absence or study abroad experience;
- Assigned to an incoming first-year or exchange student

Be sure to visit the [my.UChicago portal](#) frequently during the summer for any updates to your roommates.

13. One of my roommates is taking a leave of absence. What will happen to the vacancy in my room?

While not common, occasionally a student will participate in room selection and later chose or be placed on a leave of absence for the following Autumn Quarter or academic year. In these cases, we expect that the student communicates this change with any students they were planning to live with, as Housing & Residence Life cannot share those details with other students. The remaining student(s) in the room will be contacted via their UChicago email during the summer months and afforded a 48-hour window to identify another student who participated in room selection that they would like to pull-in to fill the vacancy. Students who do not exercise their pull-in rights or follow the procedures outlined within the communication sent, will have the vacancy filled through one of the means listed in the previous question above.

14. I selected a room, but would like to change my assignment. What should I do?

You may participate in the Hall or General lotteries or submit a Summer General Waitlist form. If you wish to change your assignment, your contract card will be available at subsequent lotteries. To add yourself to the Summer General Waitlist, visit Housing & Residence Life [website](#) between Tuesday, May 28 – Friday, June 28 to complete and submit a waitlist form.

15. Am I required to have a meal plan while living on-campus?

Yes. A dining plan is required for all students who live on-campus. Students will be automatically be assigned the default meal plan for the room type they select during room selection:

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

16. I didn't participate in room selection but want to live on-campus. Is it too late?

If you did not reserve a room during room selection and wish to live on-campus, please [email](#) Housing & Residence Life. Eligible students who do not select a room during the room selection process will be offered housing on a space available basis in late summer after the first-year room assignment process has concluded. If on-campus housing can be offered, options may be limited, including the opportunity to return to your current House.

17. When will I receive confirmation of my housing assignment?

Your assignment is not confirmed until you submit your contract card to your Resident Head or a Housing & Residence Life staff member during the lottery.

Students who participated in room selection will be able to view their assignment, roommate and meal plan details on the [my.UChicago portal](#) by Friday, May 31.

18. I have different question. Who should I contact?

[Email](#) us or stop by the Housing & Residence Life office (Campus North Residential Commons, Suite 110) during normal business hours, M-F, 8:30 AM – 5 PM. Please allow up to 48 business hours for us to respond to all email inquiries.