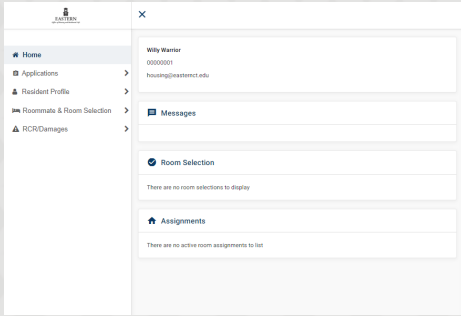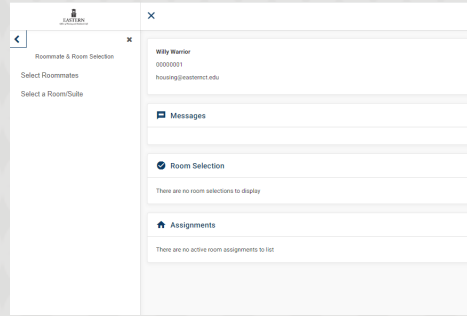# RETURNING STUDENT HOUSING SELECTION
ROOMMATE MATCHING

After returning students have applied for housing, submitted their non-refundable housing deposit, and have received their Priority Points, they'll be able to login to the MyHousing Portal to search for and match with roommates.
Follow these directions to complete this phase of the process:

STEP ONE: In the MyHousing Portal click "Roommate & Room Selection"
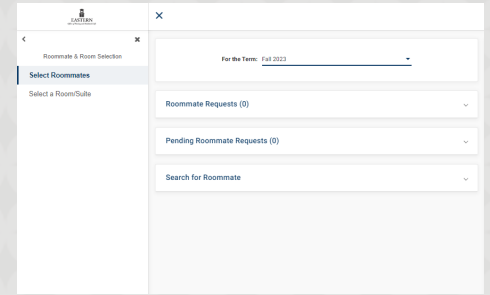

Remember: the MyHousing Portal is accessed through Eastern Apps, and you cannot login using Safari or Internet Explorer.
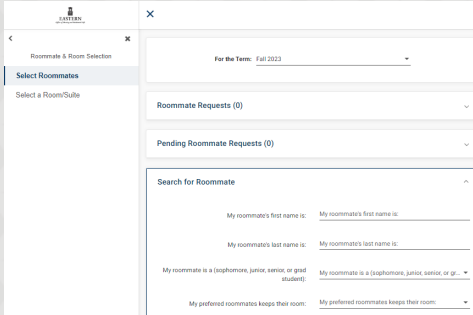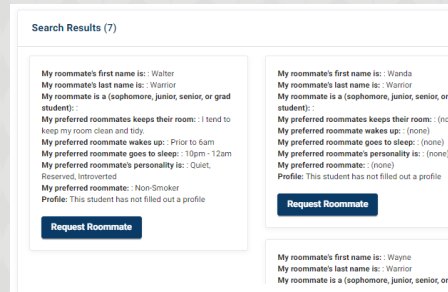
STEP TWO: Click "Select Roommates"

STEP THREE: Select your term for the upcoming fall term.

STEP FOUR: Click "Search for Roommate" and use the fields you like.
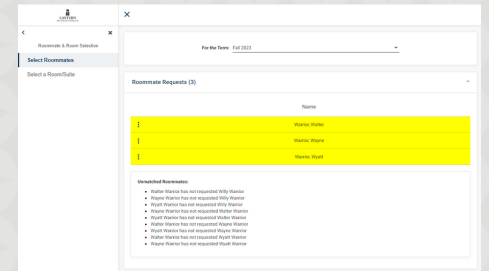

STEP FIVE: When you find your roommate, click "Request Roommate".

If you can't find your roommate, they might not be eligible for the process or they did not apply/deposit.
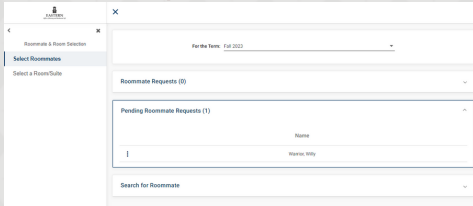
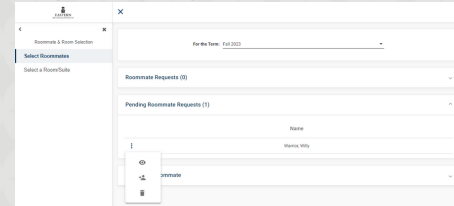**All pending roommate requests will be listed under "Pending Requests"**

Everyone in the group has to send requests to one another and respond to requests.
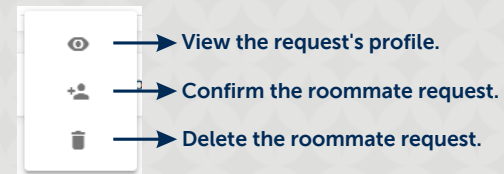
RESOLVING ROOMMATE REQUESTS

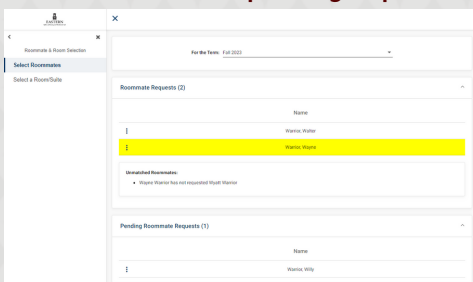**STEP ONE: Review all pending roommate requests listed.**

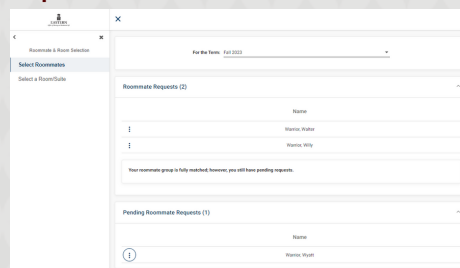**STEP TWO: Click the three dots next to the pending request.**

STEP THREE: Select and action for the pending request.

→ View the request's profile.

→ Confirm the roommate request.
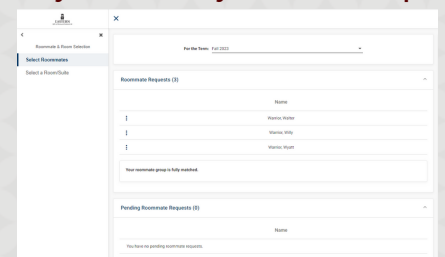
→ Delete the roommate request.

STEP FOUR: The system will tell you who needs to act on pending requests.

STEP FIVE: Check that all pending requests have been resolved.

Everyone in the group must confirm that they are in a "Fully Matched Group".

After everyone in the group has a "Fully Matched" message AND has zero pending requests, the group is ready for room selection!