



# Want to live on campus for Fall 2017 – Spring 2018?

Housing sign-ups are March 15-16. Housing licenses can be read and signed beginning *February 27*.

Here's how...

## Housing Sign-up Instructions for Spring 2017 Students

These procedures are *only* for new spring 2017 Freshmen and Transfer Students currently living on campus.

Before beginning the process consider the following:

- 1. Decide if you are applying to a Learning Community in Dickinson, Hinman or Mountainview** – Applications for Fall 2017 are due in Area Offices March 10, 4:00 p.m. Students interested in Mountainview STEAM, SALC, or Nursing learning communities should email Professor Wright ([wright@binghamton.edu](mailto:wright@binghamton.edu)). Applications for the Dickinson ELC and Hinman PSLC are available on the area web pages – in the Living and Learning section. Students who are accepted to any of the learning communities must sign a housing license online, but will not participate in the online room selection process described throughout this document.
- 2. Decide if you are signing up as an individual or with a group.** Earlier priority is given to those who are completely filling a suite, flat, apartment or corridor style room. Signing up as a group to completely fill will give you an earlier priority for selecting your room and increase the probability of getting the space you want.
- 3. Be proactive.** Decide ahead of time if you want a Specialty Housing option like Chem Free, Quiet Living, Break or Gender Inclusive Housing, details here: [binghamton.edu/residential-life/living-oncampus/specialty.html](http://binghamton.edu/residential-life/living-oncampus/specialty.html)

**Remember:** Before you can select your room/suite/apartment/flat you and all members of your group must read and sign the housing license. **Housing Cancellation deadline is June 7.** Once you select a room **you will be billed a \$200 cancellation charge to cancel your housing. Cancellation requests will be denied after June 7 and you will be billed for housing for the full 2017-2018 academic year.**

The online housing sign-up process consists of TWO easy steps:

1. Sign your housing license and begin forming groups
2. Select your room/suite/flat/apartment

To access Online Housing Sign-Up: [binghamton.edu/residential-life/housing/index.html#new](http://binghamton.edu/residential-life/housing/index.html#new)

**Step 1** – begins February 27. **You must sign the housing license** and, if applicable, confirm any group by midnight the day before your priority. Check your priority – in Step 2 – to determine your group formation deadline.

- **Log onto the housing sign-up system** using your Binghamton University account username and password.
- **Sign the University Housing License.**
- **Optional Specialty Housing Agreements** – Gender Inclusive, Break Housing, Chem Free and/or Quiet Living: If you plan to live in one of these spaces, you must sign the agreement for your specialty housing choice. Go to [reslife.binghamton.edu/living-oncampus/specialty.html](http://reslife.binghamton.edu/living-oncampus/specialty.html) for details on Specialty Housing.
  - \* If you accept one of these optional agreements (except for Gender Inclusive) and later decide not to sign up for one of these rooms, you do NOT have to rescind your acceptance.
  - \* If you accept the **Gender Inclusive** Housing agreement and later opt not to live in Gender Inclusive Housing, email the Office of Residential Life at [reslife@binghamton.edu](mailto:reslife@binghamton.edu) to request the change. Gender Inclusive Housing is offered in pre-designated suites, flats, rooms and apartments on campus. Students can sign up for this choice as individuals in the last priority or with a group in their respective housing sign-up priority. If you choose this option, you will *only* be able to see Gender Inclusive Housing rooms.
  - \* **Chem Free** rooms are available in ALL the traditional communities
  - \* **Quiet Living** is on the third floor of Lehman Hall in Hinman College and all of Susquehanna Community.
  - \* Those needing **Break Housing** must select rooms in Hillside, Susquehanna (Apartments Communities), Delaware (Newing), Mohawk (CIW) or Windham (Mountainview).
- **Group Formation** if you plan to sign up with a group of 2 or more people, continue the steps below:
  - \* In order to form a group, all members of the group must have logged onto the housing system and signed the housing license.
  - \* If your group has decided on a Specialty Housing option, make sure everyone in your group signs the SAME agreement.
  - \* Choose a GROUP LEADER. The Group Leader will choose a group name and password which they will share with the entire group.
  - \* All GROUP MEMBERS must log back in and join the group using the group name and password.
  - \* If you plan to register for **Newing**, your group should not be larger than 2 people.
  - \* Check available beds at any time at <https://housing.binghamton.edu/apps/openbeds.aspx> Use this link to check available room space and to ensure you have the right group size.

### Please Note:

- Throughout the housing process, communication will be sent exclusively through YOUR B-MAIL. Please check your B-mail often for updates and process.
- You can make ONLY ONE selection during the process. Once your room selection is made, the process is complete. Thereafter, you will NOT be able to make any changes to your room assignment until the room change process begins.
- Upper class students are not guaranteed housing. If you fail to participate in housing sign-ups, you risk not having on-campus housing for 2017 – 2018.

Before selecting your room, please check our housing rates at: [binghamton.edu/residential-life/housing/rates.html](http://binghamton.edu/residential-life/housing/rates.html)

**Step 2** – select your room. Check priorities for your registration date and time.

**You must complete Step 1 and confirm your group by midnight the day before your priority.**

| Priority #  | Registration Date/Time     |
|---|----------------------------|
| <b>Priority 1</b>   | March 6 – 10, by 4:00 p.m. |
| <p><b>Requirements:</b> <i>Download and print Priority 1 Application for Spring 2017</i> at <a href="http://binghamton.edu/residential-life/housing/spring17/Priority1appsp17.pdf">binghamton.edu/residential-life/housing/spring17/Priority1appsp17.pdf</a> For new spring 2017 students wishing to be added into a partially filled room/suite/flat/apartment where a vacancy exists for the 2017-18 academic year. All students already assigned to the room/suite/flat/apartment for 2017-2018 must sign the Priority 1 form.</p> |                            |

| Priority #  | Registration Date/Time |
|---|------------------------|
| <b>Priority 2</b>   | March 15, 9 – 11 a.m.  |
| <p><b>Requirements:</b> Group Leader must <i>entirely fill any available</i> suite, flat, corridor room or apartment <i>in Group Leader's current community</i> with their group. Other group members can <i>currently</i> live anywhere on campus.</p> |                        |

| Priority #  | Registration Date/Time |
|---|------------------------|
| <b>Priority 3</b>   | March 15, 1 – 3 p.m.   |
| <p><b>Requirements:</b> Group leader must <i>entirely fill</i> any available apartment, suite, flat or corridor style double room in any community. Group members can currently <i>live anywhere</i> on campus.</p> |                        |

| Priority #   | Registration Date/Time |
|--|------------------------|
| <b>Priority 4</b>  | March 16, 9 – 11 a.m.  |
| <p><b>Requirements:</b> <i>Individuals</i> or <i>partial groups</i> may sign up for <i>any number of beds</i> in any available apartment, suite, flat or corridor style double room in current community. EVERY group member or individual must <i>currently live in the community</i> where they want to sign up.</p> |                        |

| Priority #  | Registration Date/Time |
|---|------------------------|
| <b>Priority 5</b>   | March 16, 1 – 3 p.m.   |
| <p><b>Requirements:</b> <i>Individuals</i> or <i>partial groups</i> may sign up for <i>any number of beds</i> in any available apartment, suite, flat or corridor style double room in any community. Individuals or group member can currently <i>live anywhere</i> on campus.</p> |                        |

# Frequently Asked Questions:

## ***What is Gender Inclusive Housing?***

Gender inclusive housing seeks to provide an environment that is welcoming to all gender identities and is not limited to the traditional gender binary (male and female). Students who sign up for this option will be permitted to have roommates, flatmates, and suitemates regardless of gender identity. Gender Inclusive Housing is offered in all six residential communities. For more information: [binghamton.edu/residential-life/living-oncampus/specialty.html](http://binghamton.edu/residential-life/living-oncampus/specialty.html)

## ***If I agree to Chem Free or Quiet Living in the application process, does that mean I must live in a Chem Free or a Quiet Living Community?***

No. Signing the agreements in the housing application process makes you eligible to live in those communities, but does not require that you do so. You will still be able to choose the housing option you prefer based on what is available during your priority.

## ***What if I am not available during or miss my sign-up time?***

To have the best chance of getting into the space you want it is important that you sign up during the first available priority time for which you are eligible. You can sign up during the next priority that you are eligible for, but space is limited and the earlier you sign up the better the chances of getting the space you want. The longer you wait the fewer rooms/suites/flats/apartments will be available. If you are signing up as a group, the leader needs to be available during the designated time.

***For more FAQs,*** go to: [binghamton.edu/residential-life/housing/spring17/faqsp.html](http://binghamton.edu/residential-life/housing/spring17/faqsp.html)

### **For more info & help:**

- [binghamton.edu/residential-life/housing/index.html#new](http://binghamton.edu/residential-life/housing/index.html#new)
- check your Bmail from Residential Life
- stop by your Residential Life Area Office or come to our **info session** on March 2, 7:00 p.m. in C4

### **Need help finding Roommates?**

If you need help finding group members, there will be a section when you login to help you fill out your group.

### **Sign-up Difficulties?**

Call Residential Life immediately at 607-777-2028 or 607-777-2322. If you reconfigure your group once your priority has started, make sure to call Residential Life immediately. If calling after hours or emailing, give your name, phone # and description of the problem.

### **For info on HOUSING RATES:**

[reslife.binghamton.edu/housing/rates.html](http://reslife.binghamton.edu/housing/rates.html)

### **To watch videos about how to sign up for housing:**

[binghamton.edu/residential-life/housing/index.html#new](http://binghamton.edu/residential-life/housing/index.html#new) click on Group Formation and Room Selection.

### **Check available beds:**

<https://housing.binghamton.edu/apps/openbeds.aspx>

The Residential Life Central Office is located in  
CIW Tuscarora 213  
Phone: 607-777-2321

email: [reslife@binghamton.edu](mailto:reslife@binghamton.edu)  
[reslife.binghamton.edu](http://reslife.binghamton.edu)

**Housing cancellation deadline is June 7.**