

2027-28

 **LA ROCHE UNIVERSITY**

Office of Housing and Residence Life

**HOUSING SELECTION GUIDE**

# HOUSING SELECTION 2027-28

## Friday, Jan. 15 to Thursday, March 25

Housing Selection is an online process in which La Roche University undergraduate students select a housing assignment for the upcoming academic year. This guide outlines each step to support a successful room and roommate selection experience.

## THE HOUSING SELECTION PROCESS

**BEFORE BEGINNING:** Confirm your intent to live on campus for the 2027-2028 academic year before starting the process.

**The Housing & Food Services Contract** is a legally binding agreement for the full academic year (Fall and Spring semesters). It outlines your responsibilities as a resident, including policies and expectations.



### STEP 1: Submit Your \$100 Housing Deposit (Non-Refundable)

Students planning to live on campus must submit a \$100 housing deposit at: [intranet.laroche.edu/dormdeposit](https://intranet.laroche.edu/dormdeposit)

Students who submit their deposit between January 15 and March 5 will have their Housing Selection Time based on credits earned as of March 1, 2027.

Students who deposit after March 5 will be placed at the end of the selection process based on deposit date, regardless of credits earned.

**Housing Portal** - serves as the central hub for on-campus housing at La Roche. Within the portal, students can view room and roommate assignments, adjust meal plans, and access important updates from the Office of Housing and Residence Life.

■ = KEY TERMS TO KNOW

### STEP 2: Complete the Housing & Food Services Contract and Application

After submitting a deposit, students should allow 24–48 business hours before logging into the Housing Portal at: [laroche.mcrhousing.app](https://laroche.mcrhousing.app)

Complete the 2027-2028 Housing & Food Services Contract and Application, which allows students to select their meal plan, update any dietary needs, and provide emergency contact information.

The application also includes an option to review information and secure renters' insurance information provided by La Roche University partner **Grad Guard**. Renter's insurance is NOT required to live on campus, but is highly suggested.

Students must complete this step before they can search for roommates or participate in room selection.

**Housing Selection Time** - a time slot is issued to every student who makes a housing deposit, which determines your housing selection. Housing selection times are initially based on the number of credits earned as of March 1, 2027.

**Roommate Matching** - is the process of forming a roommate group through the Housing Portal. Students search for and request one another, and all requests must be mutually accepted.



### STEP 3: Formulate a Roommate Group

Between Friday, Jan. 15, and Monday, March 22, students should log into the Housing Portal to request their desired roommates. All students must have submitted their deposit and completed their housing application before they can be added to a group.

Roommate matching requires mutual agreement, meaning each student must send and accept requests individually. Once all requests are accepted, your group will be visible in the "My Roommates" section of the Housing Portal.

**To formulate your roommate group, follow these instructions:**

- Confirm all intended roommates have all made housing deposits and completed the Housing & Food Services Contract and Application.
- Log in to the Housing Portal at [laroche.mcrhousing.app](http://laroche.mcrhousing.app).
- Once in the Housing Portal, navigate to the Roommates and Rooms Selection Tab.
- Under the Roommates and Rooms Selection Tab, click **Matches**.
- Confirm the search is set for the upcoming Fall 2027 semester.
- Search for intended roommates using first and last names.
- Once a roommate is identified, select **Add Friend**, which will send a notification to the student.
  - The student must accept the friend request.
- After the friend request is accepted, navigate to the **Friends and Roommates** section and select **Roommate Request**, which will send a notification to the student.
  - After this, the student must accept the roommate request.
- Repeat this process for all intended roommates; each student must complete and accept all requests.

Once everyone has fully accepted each other as roommates, students can view their roommates on the **My Roommates** tab.

Students are encouraged to form groups that match the size of available housing options, as most spaces are designed for two, four, or six occupants.

**STEP 4: Housing Selection Time**

Beginning Monday, March 15, Housing Selection Times will be available in the Housing Portal. Only students who have made a deposit and completed their Housing & Food Services Contract and Application will receive a time slot.

**STEP 5: Select a Housing Assignment**

Students will select their 2027-2028 housing assignment, based on room availability, March 23-25, at the time assigned to the individual with the earliest selection time. *If forming a group, the individual with the earliest selection time can log in to select the housing assignment for students in the roommate group.*

All residence hall spaces must be filled to capacity. Any room or suite that is not completely filled at the time of selection may be subject to cancellation. Most housing options on campus are designed for two, four, or six students.

A limited number of paid single rooms will be available during the selection process, which may alter the occupancy of some spaces. If a single room is not available at the time of selection, students may add themselves to the Single Room Waitlist; however, placement is not guaranteed. Please note that we do not offer suites in Mahler or Schneider that are fully composed of paid single rooms.

Students who choose to join the Single Room Waitlist are still required to select a housing assignment during their designated selection time.

Students are strongly encouraged to identify at least three housing options in advance in case their first choice is not available at the time of selection.



**HOW TO SELECT A ROOM:**

- Log in to the Housing Portal at [laroche.mcrhousing.app](http://laroche.mcrhousing.app).
- Once logged in, go to the Home Page and scroll to **Room Selection** and click **Select a Room/Suite**.
- After this, students can select between the available halls and any available floor plans. This will show the spaces students are eligible for based on your group size.
- **Note:** When selecting housing in Mahler or Schneider Hall, it is important to select the suite rather than selecting individual rooms. If individual rooms are selected instead of the full suite, the system may display spaces that your group is not eligible for.
- It is important that all beds within the suite must be filled at the time of selection (ex: Schneider O1A, O1B, and O1C). Any suite that is not fully selected will be considered partially filled and will be canceled.
- After selecting a room, you should click **Confirm & Submit**, and your assignment is finalized.

Students who do not select a room during their assigned time will be contacted by the Office of Housing & Residence Life with the next steps. Any student who remains unassigned after the selection process will be administratively placed by April 14.

## Housing Accommodations

Students seeking housing accommodations must work with the Office of Accessibility and Equity. All accommodations must be reviewed and approved annually.

Documentation for housing accommodations must be submitted no later than January 30, 2027. Questions can be directed to [accessibilityservices@laroche.edu](mailto:accessibilityservices@laroche.edu).

## QUESTIONS?

The Office of Housing and Residence Life recognizes that housing selection can be a bit overwhelming. Please contact the Office of Housing and Residence Life at 412-536-1195 or [reslife2@laroche.edu](mailto:reslife2@laroche.edu) if you have any questions or concerns about housing selection.

## IMPORTANT DATES

### Friday, Jan. 15 – Friday, March 5

Housing deposits accepted at [intranet.laroche.edu/dormdeposit](http://intranet.laroche.edu/dormdeposit)

### Friday, Jan. 15

Formulating roommate groups begins on the housing portal

### Monday, March 15 | Noon

Housing selection time available on the housing portal

### Monday, March 22 | Noon

Formulating roommate groups ends on the housing portal

### Tuesday, March 23 – Thursday, March 25

Housing Selection



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