

CLASS OF 2027 FIRST YEAR STUDENT HOUSING APPLICATION GUIDE









A MESSAGE FROM STUDENT LIFE

Dear Students and Families,

As you begin to think about where you will live next year, we want you to know that there has never been a better time to live on campus at Loyola University Maryland. The University is committed to helping students develop the skills they need to succeed academically, professionally, and personally. Creating a welcoming, inclusive, positive living experience on campus is a big part of our commitment. All Student Life staff understand the importance of a student's positive living experience. Recently, through department programming and one-on-one conversations, we have not only received student feedback but, as a result, have made changes that will ensure Loyola University housing feels more like a second home. We encourage you to explore everything on-campus housing offers and enjoy the many benefits of living here. Please get in touch with us with any questions about the housing application process or living on campus.

CONTACT STUDENT LIFE

Phone: 410-617-5081

Email: Studentlife@loyola.edu

Mailing Address:

Loyola University Maryland Office of Student Life 4501 N. Charles Street Seton08B Baltimore, MD, 21210 Facebook: LUMStudentLife
Twitter: LUMStudentLife

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The Two Phases

OF YOUR HOUSING APPLICATION

The following section will walk you through the step-by-step process to complete each phase.

Phase One Instructions

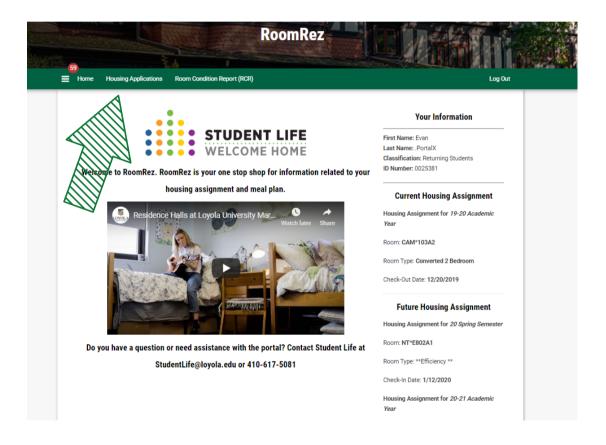
All students must complete Phase One of the housing application to confirm their residential intent (on-campus or with family) for the academic year. Please do this by the deadline below to avoid a registration hold which will prevent you from registering for Fall classes.

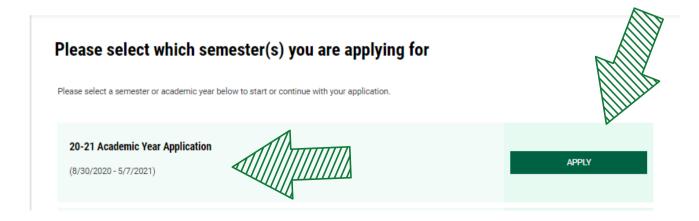
June 5, 2023- June 16, 2023

START HOUSING APPLICATION

To start your housing application for the 2023-2024 academic year:

- 1. Log into Inside.Loyola.edu.
- 2. Click RoomRez Housing Portal under Around Campus.
- 3. Navigate to the RoomRez portal.
- 4. Click Applications on the navigation bar on the home page.
- 5. Click "Apply for the 2023-2024 Academic Year".

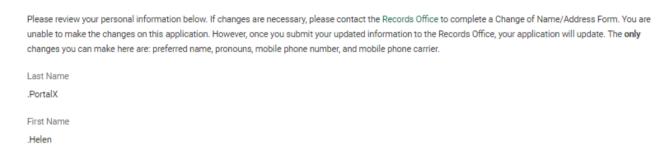




UPDATE PERSONAL INFORMATION

The following three screens will ask you to verify and submit your personal information, emergency contact, and missing person contact. Please follow the instructions on each page to submit that information.

Personal Information



Emergency Contact

A condition of being a Loyola University Maryland student is providing the university with updated emergency contact information each year so that in the event of an emergency we can contact your family/ designated contact.

Primary Emergency Contact Information

Contact Name

| Contact Name | Contact Information | Contact Infor

Missing Person Contact

Acording to the Higher Education Act of 2008, Loyola University Maryland is required to collect contact information for an individual who we would contact in the case that you are missing. This individual can be one of your emergency contacts, or a separate individual. To view the missing person policy please view the Community Standards handbook.



To continue through the application click "Save & Continue" at the bottom of the page.



INTENT TO LIVE ON CAMPUS

<u>All students</u> are required to declare their Residential Intent. Depending on your answer, you will be directed to the appropriate page.

Intent to Live

All Loyola University Maryland students are required to complete this form to inform the university of their living arranagements for the following academic year. By completing this form, we understand what kind of communication we need to send you in the future.

To learn more about the Intent to Return form, please visit the Returning Student Housing Selection webpage.

Intent to Live On-Campus



Do NOT intend to live on campus for the fall



If you choose "Do NOT intend to live on campus," you will be taken to a page to answer the "living-off campus" questions and, finally, a page to choose a meal plan. This is the end of your application.

This a reminder that first-year students may not live off campus and rent in Baltimore.

Do INTENT to live on campus in the fall



If you choose "Intend to live on campus" you will continue the housing application.

SAVE & CONTINUE

SIGN AND SUBMIT HOUSING CONTRACT

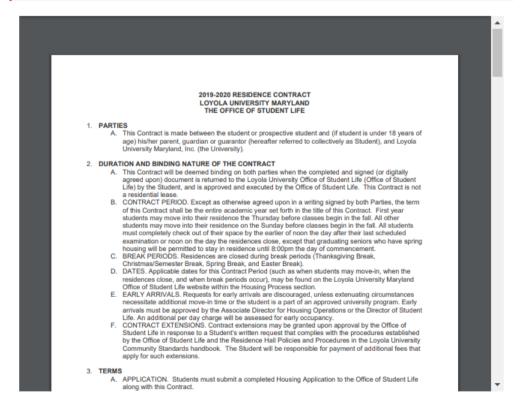
All students must sign and agree to the terms and conditions of the housing contract before they can continue through the application. Information about canceling your contract can be found on page: 33. Once you have read the contract:

- Print or download a copy of the contract.
- Enter your seven digit Student ID number to confirm you agree. Do not include the beginning 00
- Click Save and Continue.

Contract

Please read the contract in its entirety

Reminder that this legally-binding contract is for the entire academic year and goes into affect once signed.



Enter your student number below to sign your contract



SAVE & CONTINUE

SUBMIT ROOMMATE QUESTIONNAIRE

All students are required to submit their lifestyle/roommate answers. It would be best if you answered these honestly. Your answers will help Student Life match you with an appropriate roommate. You still have the option to request a roommate

Roommate Questionnaire Below is a series of questions relating to living with a roommate. Your responses are used to help identify potential well-matched roommates. It's very important to be honest when answering the questions...and be sure you as the student are responding. Sharing When it comes to sharing...: (Please Select) Academics How important are academics to you?: (Please Select) v

If you would like, you can submit a brief bio about yourself for people to get to know you. The biography you write will be shown when searching for roommates on the "Roommate Request" pages. You will also create a screenname to help potential roommates search for you.

Web Screen Name: Students must create a web screen name, or username, that can be given to other students when they are searching the database to add students to their roommate group. Make sure you provide this screen name to your group leader creating the roommate group.



Pesonal Bio Residents have the option to write a personal bio that will be displayed during the roommate search phase of housing selection. Your personal bio is an opportunity to share information about yourself and what you're looking for in your roommate experience. Below are a few suggestions for what you may want to include:

- Brief Bio-Where are you from? What is your major? Why did you choose to attend Loyola University?
- · Personality-How would your friends and/or family describe you?
- Interests, hobbies and activities-What do you enjoy doing in your free time?
- Entertainment-What types of music do you like? Favorite TV shows and/or movies? Favorite authors/books?

The personal bio is optional. You can leave it blank or you can enter 3-5 sentences that can be viewed by others as they browse potential roommates. Your bio can also be viewed when you are matched with a roommate.

Personal Bio	

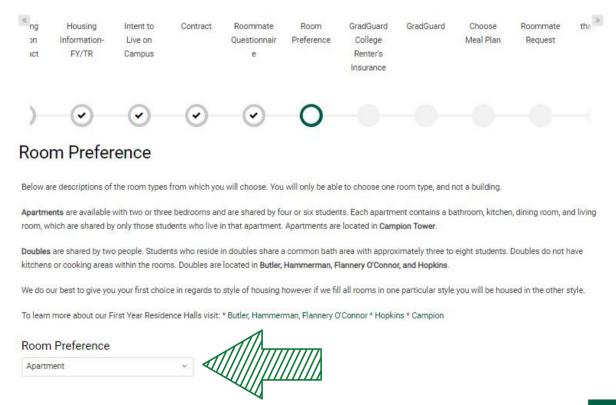
ROOM TYPE PREFERENCE REQUEST

Below are descriptions of the room types from which you will preference. You will only be able to preference one room type and not a specific building.

Apartments are available with two or three bedrooms and are shared by four or six students. Each unit contains a bathroom, kitchen, and dining room, which are shared by only those students living there. Apartments are located in Campion Tower and have an additional common living area.

Doubles are shared by two people. Students in doubles share a common bath area with approximately three to eight students. Doubles do not have kitchens or cooking areas within the rooms. Doubles are located in Butler, Hammerman, Thea Bowman, and Hopkins.

We do our best to give you your first choice regarding the housing style; however, if we fill all rooms in one type, you will be housed in the other kind.



DECIDE ON RENTERS INSURANCE

All residents are expected to carry renters insurance. Loyola University has partnered with Grad Guard Renters Insurance to offer affordable insurance plans.

The University assumes no liability for bodily injury. The University is not responsible for theft, loss, or damage to a student's personal property and encourages all students to carry appropriate personal insurance.

Step 1: Read over the Grad Guard information page.

Step 2: Click Continue to Step 2.

Step 3: Choose to Start my Grad Guard Enrollment or Decline All Coverage.

Step 4: Answer the Grad Guard questions.

Step 5: Click "Continue" to resume the housing application.

Depending on your response, you will be given a "Decline" or "Success" message. Click "Save and Continue."



CHOOSE MEAL PLAN

All residents are required to participate in the University meal plan program. To learn more about the meal plans, visit www.loyola.edu/dining or visit page 30. When choosing your meal plan, you will only be shown meal plans for which you are eligible.

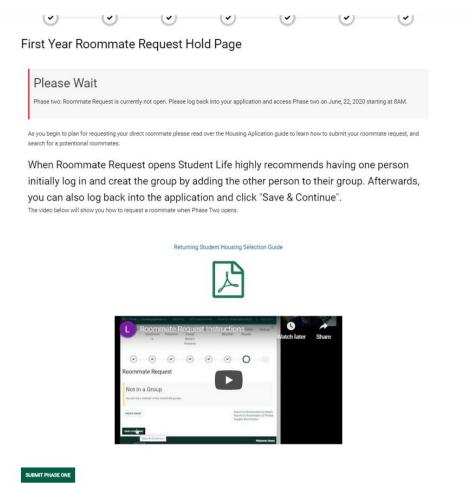
You will choose your meal plan for both Fall and Spring semesters. Students can change their meal plan for the Spring towards the end of the Fall semester.



Looking for a meal plan not shown? Contact Student Life at studentlife@loyola.edu

PHASE ONE: COMPLETE

Once you are at the "Roommate Request: Hold Page," you have successfully finished Phase One of the housing application. Once Phase Two opens, you will be taken directly to the Roommate Request pages.





Phase Two Instructions

Students may request their direct roommate or have our housing system match them with compatible roommates using your residential profile submitted during phase 1.

June 21, 2023 - July 7, 2023

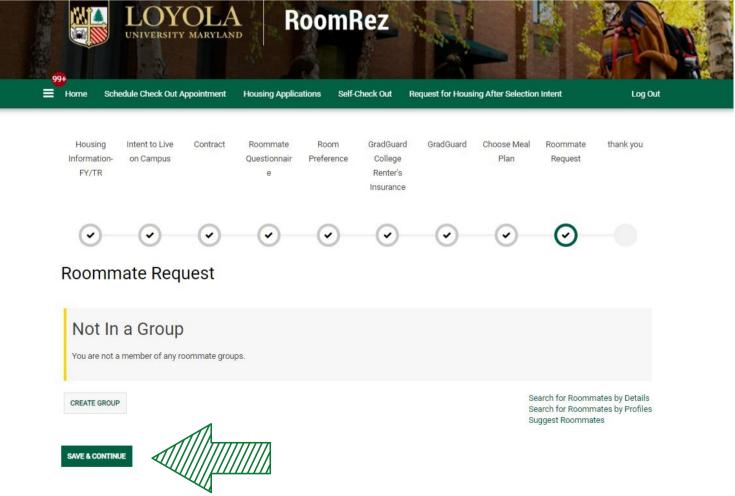
ROOMMATE REQUEST INFORMATION

All students must complete Phase Two by logging back into their application and requesting a roommate, or if you are opting to go solo and would like Student Life to assign you to a compatible roommate, click "Save & Continue" to submit your application.

Students are only able to request one roommate (their direct roommate).

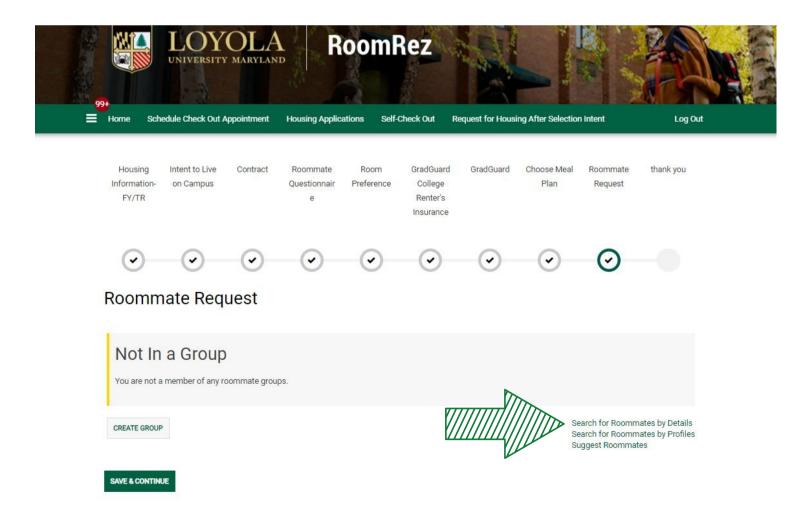
STUDENTS NOT REQUESTING A ROOMMATE

- Log back into your housing application through the RoomRez Portal.
- You should be taken to the roommate Request page.
- Click "Save & Continue" to finish.



HOW TO REQUEST A ROOMMATE

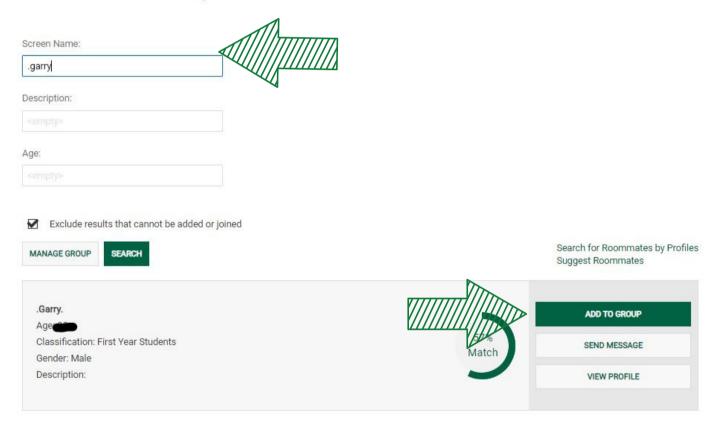
- Talk to the person you request and decide who will create the initial request. Only one person should start the initial roommate request process.
- Log back into your housing application through the RoomRez portal. You should be taken to the Roommate Request Page.
- Whoever is creating the roommate request will click Roommate Search By Details page.



- The easiest way to search for your requested roommate is to type in their screen name.
- Click "Add to Group" to officially create the roommate request.
- The application will automatically create a group with you and your request.

 Both you and your requested roommate will receive an email letting you know the request.
- To return to the Roommate Request home page, click "Manage Group."
- Click "Save & Continue" to submit Phase 2.

Roommate Search By Details



Please note that the application will send email updates if changes in the roommate group occur. For example, if a member of the group leaves the group. You must talk to someone before creating a group with them so that you are not surprised if someone leaves, and now you need to start from the beginning.

PHASE TWO: COMPLETE

Once you land on the "Application Submitted" page, you have completed your housing application.

REMINDERS

- Only verified groups can select together. Every time someone joins or leaves the group, it must be re-verified.
- Only students that complete Phase One of their housing application may be added to your request. Students who have completed Phase One will not show in the search or have access to join a request.
- Students may only request First Year students. You can not request to live with a current and returning Loyola student or Transfer student.
- You may only request to be in a group of 2.
- You will receive email updates as your group changes.

Looking for roommates? Visit page 23 to learn how to use the roommate search feature!









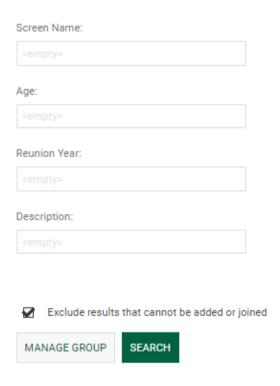


Finding Rommates

Finding a roommate can be one of the most exciting parts of the housing process. At Loyola University, we pride ourselves on offering tools to help you succeed, and we understand that finding a compatible roommate is crucial to your residential experience.

SEARCH FOR ROOMMATES BY DETAILS

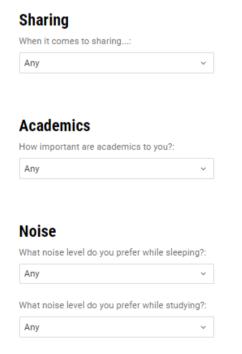
Roommate Search By Details



Search for Roommates by Details allows you to search for a roommate by their username, age, or reunion year (graduating year). You can also search keywords from their bio, such as "sports".

SEARCH FOR ROOMMATE BY PROFILE

Roommate Search By Profiles

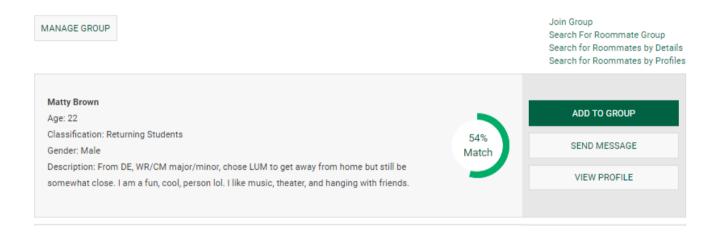


Search for Roommates by Profile allows you to search for a roommate based on answers to the Roommate Questionnaire. Please note that the more questions you select, the harder it will be to find compatible roommates. We suggest answering 1-2 questions that are the most important to you. You also may see questions not relevant to you; leave them with "any".

SUGGEST ROOMMATES

Suggested roommates will provide a list of roommates who answered their Roommate Questionnaire like you did, with a percentage ratio of matching answers. You must message and contact the person before adding them to your group in case they are already part of a request and have yet to be added.

Suggested Roommates



If you cannot find a person it may because

- 1)they did not submit their application;
- 2) are already part of a group or
- 3) already assigned to housing.



Find Your Space

Being on campus, in the heart of the community, is one of the most exciting parts of moving away to college. Loyola has many opportunities for cultural, recreational, social, and academic growth. Visit the Loyola University Student Life website to learn more about each of our residence halls.

OUR RESIDENCE HALLS

DOUBLES

- Butler Hall and Hammerman Residence Halls
 - Some rooms in Butler and Hammerman Halls comfortably hold three people.
 - These residence halls are located on the east side of Loyola's campus.
 - The building is set up in such as way that it helps to provide a strong sense of community.
 - They have 72 doubles with shared baths on the floor that are cleaned daily by University personnel.
 - There is a lobby with desk assistants,
 Messina classrooms, Fava Chapel, and a laundry room.
 - There are several floor lounges where students can gather.
- Hopkins Court Residence Hall
 - Some rooms in Hopkins Court Hall comfortably hold three people.
 - It is located just west of the bridge.
 - Shared baths on the floor that are cleaned daily by University personnel.
 - Lobby with desk assistants, laundry room, common lounges, multiple Messina classrooms, and several small study lounges on each floor.





- Thea Bowman Hall Residence Hall
 - It is Loyola's most recently built first-year student hall located between Butler Hall and the Loyola/Notre Dame Library.
 - It offers traditional-style double rooms connected by a bathroom.
 - It has suite-style rooms containing two doubles with a shared internal bathroom maintained by residents.
 - It has two lobbies on the first and second floors with desk assistants; three multi-purpose spaces for classes and hall events; laundry rooms; and a common area kitchen.
 - Floor lounges with open concept and moveable furniture.



APARTMENT

Campion Tower Residence Hall

- It is located on the west side of Loyola's campus.
- Houses both first-year and returning students.
- Each floor contains about 70 students and two resident assistants.
- Four to six resident apartments containing two or three bedrooms, a common room, bathroom, kitchen, and dining room.
- The welcome desk provides security for all residents.
- Common area and study lounge on the first floor for recreation, as well as a laundry facility.



ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

Loyola University Maryland and Student Life recognize the importance of providing reasonable accommodations for students with disabilities to access campus housing and fully participate in the residential experience. To be considered for accommodation, contact the Office of Disability Support Services at 410-617-2750 or DSS@loyola.edu. The deadline for new accommodation requests is July 1, 2023. Visit the DSS site to learn more about the accommodation process.

HOW DOES LIVING WITH FAMILY AFFECT MY FINANCIAL AID?

Your award considers whether you will be living on-campus or commuting based on the information provided to Student Life and your FAFSA. Your award indicates your housing status; if your housing plans change you must notify Financial Aid at financialaid@loyola.edu as it may impact your aid.



Choose Your Meal Plan

All students living on campus are required to participate in a meal plan. We offer weekly plans and full-semester plans.

MEAL PLAN OPTIONS

WEEKLY PLANS

- 19 Meal Swipes per week + \$200 Meal Points per semester
 - This plan is best for students living on campus and eating three full meals a day
- 14 Meal Swipes per week + \$200 Meal Points per semester
 - This plan is great for a student who prefers we do all the cooking and for those eating two to three meals a day

BLOCK PLANS

- 275 Meal Swipes per semester +\$200 Meal Points per semester
 - Students can swipe for 275 meals per semester, with no restrictions. This is an average of 18 meals per week.
- 225 Meal Swipes per semester +\$200 Meal Points per semester
 - Students can swipe for 225 meals per semester, with no restrictions. This is an average of 15 meals per week.
- 150 Meal Swipes per semester +\$200 Meal Points per semester
 - Students can swipe for 150 meals per semester, with no restrictions. This is an average of 10 meals per week.

Weekly Plans include a designated number of idealMEAL swipes that reset every Saturday night into Sunday morning throughout the semester.

Semester Block Plans offer a set of number of idealMEAL swipes per semester and allow you to use your meals at any time.

Visit Loyola.edu/Dining to learn more about individual meal plans.

The Housing Contract

The housing contract is a legally binding agreement between the student and the University. It is essential that you read and understand its contents BEFORE you agree to it.

TOP TEN THINGS TO KNOW ABOUT THE HOUSING CONTRACT

- You are agreeing to live in housing for the full Academic Year (August- May).
- By agreeing to the housing contract, students are also agreeing to the Loyola University Community Standards.
- 2 If your housing needs to change, you must request to cancel your housing before June 1 to avoid penalties.
- The University reserves the right to select the specific bedroom and building to be assigned to a student, to assign other occupants to the unit, and to move a student to another bedroom or unit, at any time, in the University's sole and absolute discretion.
- You must be registered for at least 12 credits by the start of the semester to move in and no later than the end of Add/Drop to remain in campus housing.
- 4 Students requesting accommodations for a disability, must do so by July 1. After the deadline accommodations will be provided based on space availability.
- Students with a need to remain on campus during University break periods must agree to complete a housing break extension request.

 Additional fees may apply.

A copy of the housing contract is

available on the Student Life

- All students are required to have a meal plan.
 - website and can be downloaded
 The housing contract goes into from the housing application.

 effect once it is signed.
- effect once it is signed.

TERMS AND CONDITIONS

The Terms and Conditions of the Housing Contract occur after students submit their signed contract. Once signed, students enter into a legally binding contract for the full academic year. We highly suggest that students and their families read the terms and conditions to fully understand our expectations. Copies of the contract are available for download in the housing application or on the Student Life website.

CANCELLATION DATES

If you need to cancel your housing, please submit a request to Student Life using the "Release from Housing Contract Request" form on the Student Life website under forms. Be aware that submitting a request is not an automatic approval. You will be notified via email once a decision is made. Loyola University highly recommends you do not sign an off campus lease until you are officially notified of a decision.

If a contract Cancellation Request is received by June 1 and approved, the advance payment and damage deposit will be credited to the Student's account, no cancellation fee will be assessed, and any housing room charges billed under this contract will be refunded.

If a contract Cancellation Request is received between June 1 and August 1 and approved, the advance payment and damage deposit will be forfeited, no cancellation fee will be assessed, and any other housing room charges billed under the contract will be refunded.

If a Contract Cancellation Request is received after August 1 and approved, the advance payment and the damage deposit will be forfeited, a \$300 cancellation fee will be assessed, and any other housing room charges billed under this contract will be refunded.

Commuting From Home & Living with Family

Students planning to live at home must confirm their intent and submit the "living off campus" page.

COMMUTING TO LOYOLA

All students are required to complete Phase 1 of the application. If you plan to commute to Loyola, you will be required to:

- Confirm your personal information
- Update your Emergency Contact Information
- Update your Missing Person Contact
- Complete your Intent To Live on Campus
- Complete the Living Off-Campus page

CONFIRM YOUR ADDRESS

Undergraduate students not living on campus must register or confirm their local address before starting classes. The address collection process takes place over the summer, and all students without on-campus housing will receive information via email regarding this process.

CONFIRM YOUR ADDRESS

The Community Standards still apply to students when not on Loyola's campus. Further, Loyola has a specific set of standards for off-campus students. Information about off-campus policies and expectations can be found in the off-campus policies section in the Community Standards.





HAVE MORE QUESTIONS?

CONTACT US AT

STUDENTLIFE@LOYOLA.EDU