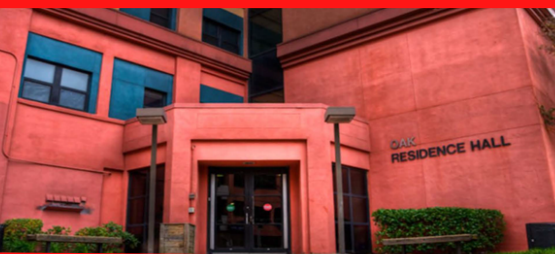


STAY

ON CAMPUS

STAY

CONNECTED



2024-2025
ROOM SELECTION
GUIDE

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SELECTION TIMELINE

February 9th – February 18th

- Apply for housing online at the MyHousing Portal at njit.edu/myhousing to participate in the process
- Albert Dorman Scholars interested in residing in Martinson (formerly Honors) Hall, must also complete the Martinson Hall application. This application becomes available to Albert Dorman Scholars in the MyHousing Portal upon completion of the general housing application.

February 27th – March 3rd

- Reserve your current room if you are interested in occupying the space you are currently assigned to for the 2024-2025 academic year.
 - Current residents of Cypress, Redwood and Martinson Hall are not eligible to reserve their current assignments.
 - Current residents occupying a double room that was allocated as a single may not be invited to reserve their current space as it may be converted back to a double for the 2024-2025 academic year. Impacted residents will be notified and offered a single room elsewhere.
- The Pull-In application is available for applicants who reserve their current room and want to "pull-in" another resident into the room and/or suite their reserving.
- Applicants may view their priority number via the MyHousing Portal at njit.edu/myhousing.
 - The priority number indicates the specific date and time an applicant may participate in open room selection between April 11th – April 16th.
- Applicants Participating in "Martinson Hall Room Selection" or "Open Room Selection" may select their Roommates and Suitemates in the Myhousing Portal.
 - This is a separate process from indicating roommates/suitemates on the housing application and instructions may be found on page 26 of this guide.

March 6th – March 10th

- Martinson Hall Room Selection.

March 20th – March 26th

- Open Room Selection

Greek Village Room Selection

STUDENTS WHO ARE ACTIVE MEMBERS OF A FRATERNITY OR SORORITY ON CAMPUS AND WANT TO RESIDE IN THEIR ORGANIZATIONS HOUSE MUST COMPLETE A HOUSING APPLICATION HOWEVER, WILL NOT PARTICIPATE IN THE GENERAL ROOM SELECTION PROCESS. INSTEAD, THEY WILL WORK WITH THEIR COMMUNITY ASSISTANTS AND ASSISTANT DIRECTOR RACHEL FRASER TO COMPLETE THEIR COMMUNITY MAPS. ONCE THE COMMUNITY MAP IS COMPLETED AND APPROVED, ASSIGNMENTS ARE PROCESSED, MORE INFORMATION REGARDING THIS WILL BE SHARED DIRECTLY FROM RACHEL FRASER AND THE GREEK VILLAGE STAFF.

****THIS DOES NOT APPLY TO CURRENT OCCUPANTS OF HOUSES 11 & 19 AS THOSE HOUSES ARE FOR THE GENERAL POPULATION NOR HOUSE #5 AS IT IS PRIVATE.**

**READ & REVIEW
BEFORE SIGNING**

CONTRACT HIGHLIGHTS

It is your responsibility to READ and REVIEW the housing application and contract VERY CAREFULLY. When you sign the contract, you are agreeing to all of its terms and conditions. Please note, this room selection guide does not cover all of the terms and conditions of the housing application and contract.

ACADEMIC- YEAR CONTRACT (9-MONTH)	The university shall provide the resident with the use of a residence hall space for one academic-year or balance remaining at the time of assignment. <u>This period does NOT include summer break.</u> The contract period commences on the day before the start of fall classes and ends on the last day of exams at the end of the semester or 24 hours after a resident's last exam, whichever is earlier.
TWELVE-MONTH CONTRACT	The university shall provide the resident with the use of a residence hall space 24 hours before classes for the student's specific school or program year begins and ends on <u>July 31, 2025</u> for students not returning to housing for the next year. Students returning to housing for the 2025-2026 academic-year may remain in housing through the beginning of the new contract period. <u>Changes to the chosen occupancy period may not be made after December 31, 2024.</u> Residents may be required to move to another location during the summer break. A 12-month contract is an additional \$2400 split between the Fall and Spring Terms.
ALL CONTRACTS	Written notification from the university to a resident of their removal and prohibition from university Housing may also terminate the contract. In consideration of either the academic-year or twelve-month housing assignment, the resident agrees to: <ul style="list-style-type: none">• Pay the residence hall room charge for an entire contract.• Purchase a meal plan (except junior, senior and graduate students).



READ & REVIEW
BEFORE SIGNING

CONTRACT HIGHLIGHTS

CONSOLIDATION

Residence Life reserves the right to move a resident from one room to another when the university determines that the move is in the resident's best interest or those of his/her fellow students and/or the university.

PAYMENT AND CANCELLATION

The contract period begins on published move-in day or actual occupancy, whichever is earlier. After this date, cancellations are not permitted for any NJIT enrolled student without approval of Housing Cancellations Appeal Committee. Cancellations must be in writing to reslife@njit.edu. Make sure to read the full terms and conditions before signing and submitting your housing application as it is binding. The full terms and conditions of the contract may be found at www.njit.edu/reslife/apply.php
ALL RESIDENTS WILL BE HELD LIABLE TO THE PAYMENT AND CANCELLATION POLICY "In all cases" AS OUTLINED ABOVE.

CANCELLATION DATE	CANCELLATION AMOUNT
ON/OR BEFORE MAY 1ST	\$300.00
MAY 2ND - JUNE 15TH	\$450.00
JUNE 16TH - AUGUST 1ST	\$750.00
AUGUST 2ND - AUGUST 15TH	\$1,000.00
AUGUST 2ND - AUGUST 15TH	\$1,150.00

LEARNING COMMUNITIES

- LIVE TOGETHER
- SHARE MAJOR / INTEREST
- RECEIVE MENTORSHIP
- NETWORK WITH PEOPLE IN YOUR FIELD / AREA OF INTEREST



THEMATIC COMMUNITIES

- LIVE WITH LIKE-MINDED PEOPLE
- BUILD YOUR SUPPORT NETWORK
- FIND YOUR COMMUNITY AMONGST THE LARGER RESIDENTIAL COMMUNITY



LIVE AND LEARN TOGETHER



**ARCHITECTURE
& DESIGN**



ENGINEERING



**FORENSIC
SCIENCE**



**MODEST
LIVING**



LGBTQIA+



**HONORS
COLLEGE**



**GENDER
INCLUSIVE**



**THE
VILLAGE**



**GRADUATE /
23 AND OVER**



SPECIAL COMMUNITIES

<p>GENDER INCLUSIVE</p>	<p>Gender Inclusive housing refers to a housing option in which two or more students mutually agree to share a multiple-occupancy bedroom, suite, or apartment without regard to the gender of the occupants. Interested students will select the Gender Inclusive housing option when they apply for housing and indicate the name of the student(s) they would like to live with. Residence Life will assign the students to a room/suite based on the request and email the students the room assignment information.</p>
<p>LGBTQA+</p>	<p>We offer students an opportunity to be matched to live with a roommate who identifies as lesbian, gay, bisexual, transgender, queer/questioning, or an ally (LGBTQA+). An ally is defined as someone who identifies as straight and wants to be supportive of those who identify as LGBTQA+. Interested students will select the LGBTQA+ option when they apply for housing. Residence Life will pair up students based on class year, roommate requests and/or community type requests. Students will be notified of their room assignments via email.</p>
<p>MODEST LIFESTYLE</p>	<p>Modest lifestyle housing features a no-visitation policy by members of the opposite gender, a commitment to a 24 hour quiet lifestyle as well as a commitment to an alcohol and smoke free lifestyle. Interested students will select Modest Lifestyle housing option when they apply for housing and indicate the name of the student(s) they would like to live with. Residence Life will assign the students to a room/suite based on the request and email the students the room assignment information.</p>
<p>GRADUATE & 23+</p>	<p>The 7th & 8th floor of Oak Hall will house only graduate students or students who will be 23 years of age or older by September 1, 2024. Undergraduates who will be 21 or 22 years of age on September 1, 2024 may add themselves to the wait list (instructions on page 27) for available spaces that may become available.</p>



SPECIAL COMMUNITIES

<p>THE VILLAGE</p>	<p>The Village also known as Greek Village, consists of 10 houses, with nine under Residence Life and one privately owned. This housing option is exclusively for members of NJIT recognized social Greek Letter Organizations. It allows members of the same organization to live together, hosts events and programs. This area is supported by both Residence Life and Fraternity and Sorority Life (FSL).</p>
<p>ARCHITECTURE & DESIGN</p>	<p>First-year students who belong to the Hillier College of Architecture and Design (CoAD) can choose to live with each other on the fourth floor of Cypress Hall. Being that the CoAD major courses are unlike any other at NJIT, it creates a great opportunity for support and community as the student navigates their first year of studio.</p>
<p>ENGINEERING</p>	<p>The fifth floor of Cypress houses the Engineering floor. This is another opportunity for networking in support as first-year students navigate some common core courses and decide upon their major within the Newark College of Engineering (NCE).</p>
<p>HONORS COLLEGE LLC</p>	<p>Members of the Honors College can opt into living in the Albert Dorman Honors Residence Hall which is solely for Honors College students. Students can take advantage of the many resources such as the computer labs, library, classrooms, and the Honors College administrative offices which are located in the building. First-year students also take first year seminar together.</p>
<p>FORENSIC SCIENCE</p>	<p>A small cohort of residential students in the forensic science program with receive mentorship and participate in programming, experience faculty speakers and more!</p>



UPDATES

<p>SINGLE ROOMS</p>	<p>Single rooms will be available during OPEN ROOM SELECTION. Students who were not able to select a single room during the room selection process will remain on the single room wait list for the academic year (fall 2024- spring 2025). Students who want to be placed on the single room wait list may add themselves adhering to the instructions on page 27. If a single room becomes available, we will contact you. (Students must reapply each year to try and receive a singleroom.) <u>Students who are currently in single rooms MUST reserve their current single to keep it for the next academic year.</u></p>
<p>CYPRESS, REDWOOD & MARTINSON HALL RESIDENTS</p>	<p>Students currently living in Cypress, Redwood or Martinson Hall may not reserve their current room. Students in Cypress & Redwood must go through the room selection process to obtain a room in an upper-class hall and Honors scholars must submit a Martinson Hall Application to be considered for a space in the Martinson Hall.</p>
<p>BREAK PERIODS</p>	<p>All buildings will be open for winter and spring break for the fall 2024-spring 2025. The winter term is included in the fall 2024-spring 2025 housing contract at no additional charge.</p>
<p>COMMUTER STUDENTS</p>	<p>Commuter students are able to go through room selection with residence hall students. They will follow the same process as current residence hall students and will be assigned a priority number to determine the date/time they can select a room online. They may be “pulled in” to a room/suite.</p>
<p>UNIVERSITY HOUSING AND FINANCIAL AID</p>	<p>Students residing in University residence halls are considered on campus students and will be considered for aid based on tuition and fees, books and University room and board charges. It is recommended you contact Student Financial Aid Services (SFAS) with specific questions about your aid eligibility as an on campus student. You can contact SFAS (973) 596-3479 or via email to finaid@njit.edu. NOTE: Students with a balance on their account must obtain approval from the Bursar’s Office before choosing housing for the next academic year.</p>
<p>LATE APPLICATIONS/ MISSED DEADLINES</p>	<p>Students who apply late or miss the February 18, 2024 application deadline will NOT be permitted to reserve their current room or participate in Open Room Selection. These students will be permitted to select a room once the process is finished. Students will be contacted as to when they may select a space on campus.</p>





ROOMSYNC

FIND YOUR ROOMMATE!

What is your primary focus?

Academically Socially

What time do you prefer to go to bed during the week?

9pm 3am

How open are you with sharing your belongings?

No Way Borrow Away

What room temperature do you prefer?

Cold Hot

How should your roommates respond?

Cold Hot

Major: **ARCHITECTURE**

Housing: **CYPRESS HALL**

Social Media: **@NJITRESLIFE**

Describe your ideal roommate: **I'M LOOKING FOR ANOTHER ARCHIE THAT'S A HEAVY SLEEPER SO WHEN WE COME BACK FROM STUDIO LATE, WE WON'T WAKE EACH OTHER UP.**

What do you want your roommates to know? **LOOKING TO BE ON THE ARCHITECTURE FLOOR OF CYPRESS. I LIKE TO BE CLEAN, BUT I ALSO AM A BIT MESSY. I'M PRETTY EASY GOING. I HAVE A FRIDGE, TV, XBOX, AND A PET FISH.**

Prior to February 27, 2024 each student who applied housing will receive a link to participate in RoomSync! Students can search for a room/suitemate online. Once you match with a potential room/suitemate visit the MyHousing in the selection portal to enter the name and NJIT ID of your new room/suitemate during the indicated date/time of that process.



CHECK OUT
THE FLOOR
PLANS



RESIDENCE HALLS

COMMUNITY FEATURES

ALL UTILITIES INCLUDED!

UNLIMITED USE OF ELECTRIC, WATER, & TRASH.

MORE HALL FEATURES*

- WIFI & HIGH SPEED INTERNET
- COMPUTER LABS
- STUDY LOUNGES
- BILLIARD AND GAME TABLES
- ICE MACHINE
- IN-HALL RESIDENCE LIFE OFFICES
- TV AND SOCIAL LOUNGES
- PICNIC AREAS
- RESLIFE CINEMA STREAMING SERVICE
- 24-HOUR STAFFED FRONT DESKS
- COMMUNITY EVENTS
- COMMUNITY KITCHEN
- IN-HALL LAUNDRY ROOMS
- VENDING MACHINE
- PROFESSIONAL LIVE-IN STAFF
- IN-HALL INCOMING MAIL SERVICE
- 24/7 ACCESS DURING BREAK PERIOD

*FEATURES MAY VARY BY LOCATION. PLEASE GO TO OUR WEBSITE FOR MORE INFORMATION. SEE FLOOR PLANS AT VIRTUALHOUSING.NJIT.EDU



FREE
WIFI



WALKING
DISTANCE



24 - HOUR
STAFFED
ENTRANCES



FREE MEDIA
STREAMING
SERVICE

HALL DESCRIPTIONS

CYPRESS

REDWOOD

HONORS

A suite-style building with approximately 420 first-year and upper-class students living in single, and double rooms. Suites include two bedrooms, a shared bathroom and foyer.

Current Thematic Communities include: Architecture and Design and Engineering.



Cypress is also the home of the central Reslife office and the Architecture Idea Factory

Did you know that Redwood was the first hall that opened at NJIT in 1979?

Redwood is a 195 first-year and upper-class students residence hall. In this hall residents will be living in singles and doubles.

Redwood is a more traditional style residence hall with two (gender-specific) community bathrooms on each floor.



Opened in 2013, this hall houses 360 honors students and is home to the Albert Dorman Honors College, convenience store, Smash Burger, and fitness center.

The six floor hall is comprised of suite-style double rooms and single rooms with a shared bathroom.

There is also a computer lab, library, and study rooms for all honors students to use.

You must be a part of the Honors College to live in this hall



HALL DESCRIPTIONS

THE VILLAGE

The Village consists of nine houses for 200+ members of fraternities and sororities in two person suites.

Each has a shared bathroom.

There is a study room, library and chef kitchen with pantry in each house for resident use.



LAUREL

Laurel Hall is a coed facility that houses 570 full-time sophomore, junior, senior and graduate students in two-room suites.

Suites consist of two double rooms, one double room with a single room, two double rooms with a small common area. Single rooms are reserved for returning upper class students.

There are common areas and study lounges on each floor. There is a kitchen and game room on the first floor.



OAK

You must be a part of a recognized social Greek Lettered Organization to live in an affiliated house at the Village.



Oak Hall houses 180 upper-class and graduate students in two-person rooms and three or four-person apartments.

Rooms include kitchenettes and a bath shared with the room next door.

Apartments have two bedrooms, a bathroom, and a living room with a kitchen.

Oak is home to the graduate student thematic housing community



MAPLE HALL

**NJIT'S NEWEST APARTMENT-
STYLE RESIDENCE HALL**

OPENED FALL 2022

COMMUNITY AMENITIES

NJIT'S 548-BED RESIDENCE HALL, LOCATED ON CAMPUS AT THE CORNER OF WARREN AND WICKLIFFE STREETS, OFFERS RESIDENTS PRIVATE AND SHARED APARTMENTS WITH EXCLUSIVE ACCESS TO PREMIER AMENITIES!

MORE HALL FEATURES

- PRIVATE KITCHENS
- LIVING ROOM / DINING ROOM COMBOS
- FULL BATHROOMS WITH TUBS
- FURNISHED ROOMS
- OUTDOOR TERRACE WITH FIREPIT,
- OUTDOOR KITCHEN AND SEATING
- ESPORTS GAMING LOUNGE
- COMMUNIAL AND STUDY-ONLY LOUNGES
- PRIVATE MEETING ROOMS
- COLLABORATION SPACES
- ONSITE LAUNDRY FACILITIES ON EACH FLOOR
- INTERNET CAFE AND COFFEE BAR
- WIFI INTERNET ACCESS
- STREET-LEVEL RETAIL MARKETPLACE

***FOR MORE DETAILS, CHECK OUT
MAPLE'S WEBSITE AT
MAPLEHALL.NJIT.EDU**

FLOOR PLANS

MAPLE HALL

per semester
*prices

*THESE ARE THE 2023-2024 RATES AND ARE EXPECTED TO INCREASE BY 3-7%.



2 PERSON APT. (576 SQFT)

- 1 SHARED BEDROOM W/ TWIN XL BEDS
- 1 SHARED BATHROOM W/ TUB
- 1 FULL KITCHEN
- 1 DINING ROOM / LIVING ROOM COMBO

\$6,740



2 PERSON APT. (689 OR 715 SQFT)

- 1 PRIVATE BEDROOMS W/ FULL SIZE BEDS
- 1 SHARED BATHROOM W/ TUB
- 1 FULL KITCHEN
- 1 DINING ROOM / LIVING ROOM COMBO

\$7,280



4 PERSON APT. (931 SQFT)

- 2 SHARED BEDROOMS W/ TWIN XL BEDS
- 2 SHARED BATHROOMS W/ TUBS
- 1 FULL KITCHEN
- 1 DINING ROOM / LIVING ROOM COMBO

\$5,930



4 PERSON APT. (1,192 SQFT)

- 4 PRIVATE BEDROOMS W/ FULL SIZE BEDS
- 2 SHARED BATHROOM W/ TUBS
- 1 FULL KITCHEN
- 1 DINING ROOM / LIVING ROOM COMBO

\$7,190

LOTTERY POINT ASSIGNMENT CHART

There are several factors that determine a student's priority number. Academic Classification is determined by the student information system, Banner. Judicial Matters is determined by the Coordinators and Assistant Director of each building and the Dean of Students Office.

Item	Description / Credit Hours Completed (CHC)	Point Assignment
Academic Classification (at the end of the Fall 2023 semester)	Less than 15 CHC	0
	15-35	1
	36-59	2
	60-89	3
	90 or more	4
Conduct Matters	No disciplinary action (pending or resolved) on file with the Residence Life Office or the Dean of Students	3
	One or more violations on file	0
Involvement as a Residential Leader	Fullfilling responsibilities as an e-board member of hall council or an NRHH inductee	2
Volunteer as Tour Room	Admission Days Tour Room (events only)	2
Your Total	???	???

RHA AND NRHH E-BOARD MEMBERS ARE ASSIGNED PRIORITY NUMBER 1-10 & DAILY TOUR ROOM VOLUNTEERS ARE ASSIGNED PRIORITY NUMBER FROM 11-20. CONSIDER GETTING INVOLVED IN THIS CAPACITY NEXT YEAR TO REEP THESE PERKS!



WHO IS RESIDENCE LIFE?

GET THE FULL COLLEGE
EXPERIENCE WHEN YOU
LIVE ON CAMPUS!

RESIDENCE LIFE STAFF

Each semester, our leaders host many events to get residents out of their rooms to interact and build life-long friendships! These programs are hosted by Resident Assistants, hall councils, Residence Hall Association (RHA) and the National Residence Hall Honorary (NRHH).

Each hall has a professional staff member (Residence/Area Coordinator or Assistant Director) living in the residence hall for added support and are readily available to assist you. Additionally, the Residence Life Department has the following staff:

- Office Assistant – admin for the hall office
- Resident Assistants – live on the floors and are a resource for residents / do programming and crisis response
- Central Office Staff – this office consists of of Admin, Associate Directors and the Director of Residence Life. They oversee the day-to-day operations of the department and provides additional support to each hall as needed.



Renaissance
Faire



Homecoming
Week








Sporting
Event

KEEP IT SOCIAL!



**GET ALL OF
THE DETAILS!**

MEAL PLANS

<p>MEAL PLAN & COST</p> 	<p>A meal plan provides a cost-effective, convenient way for students to enjoy campus dining. Each meal plan comes with Meal Swipes. Some also come with guest swipes and the opportunity to load tech bucks onto your ID.</p>
<p>MEAL SWIPES</p> 	<p>A meal swipe is an easy way to get a meal. You are allowed one meal swipe for each meal period: breakfast, lunch, and dinner. See the next page for details.</p>
<p>TECH BUCKS</p> 	<p>Tech Bucks work just like cash. They can be used at any campus dining location. If you need a quick snack or beverage any of the many on-campus eateries, tech bucks are the go-to option.</p>
<p>ROLLOVER POLICY</p> 	<p>Tech Bucks do rollover from the Fall to Spring semesters. Unused meal swipes do not rollover from semester to semester. Tech bucks expire at the end of the academic year.</p>
<p>OTHER GUIDELINES</p> 	<ul style="list-style-type: none"> • First and second year students (57 or less completed credits) living on campus must purchase a meal plan as part of their contract. • They can select from plans A - E. • Rates are per semester • The rates advertised are 2023-2024 rates and are subject to increase by 3-7%. • Dining locations and options are subject to change

HIGHLANDER COMMONS

C-STORE EXPRESS

FORTE'S

HIGHLANDER PUB

VILLAGE MARKET

TACO BELL

LEAF & GRAINS

SMASHBURGER

THE GRILL






MEAL PLANS

A all students

U upperclass [Juniors, seniors & graduate]

C commuter

MEAL PLAN & COST 	MEAL SWIPES 	TECH BUCKS 	GUEST ENTRIES	ELIGIBILITY
A PLAN \$2,223	CONTINUOUS UNLIMITED DINING	----	10 GUEST ENTRIES	A
B PLAN \$2,323	CONTINUOUS UNLIMITED DINING	\$100 TECH BUCKS	10 GUEST ENTRIES	A
C PLAN \$2,423	CONTINUOUS UNLIMITED DINING	\$200 TECH BUCKS	10 GUEST ENTRIES	A
D PLAN \$2,623	CONTINUOUS UNLIMITED DINING	\$400 TECH BUCKS	10 GUEST ENTRIES	A
E PLAN \$2,823	CONTINUOUS UNLIMITED DINING	\$600 TECH BUCKS	10 GUEST ENTRIES	A
F PLAN \$1,517	80 ANYTIME MEALS PER SEMESTER	\$400 TECH BUCKS	5 GUEST ENTRIES	U C
G PLAN \$1,414	----	\$1,414 TECH BUCKS	----	U C
H PLAN \$1117	80 ANYTIME MEALS PER SEMESTER	----	5 GUEST ENTRIES	U C
J PLAN \$824	5 MEALS/WK BREAKFAST AND/OR LUNCH ENTRY	----	----	C



APPLYING FOR HOUSING

HOUSING
APPLICATION



LOGGING INTO THE MYHOUSING PORTAL

The Online Room Selection website can be accessed via the Myhousing portal at njit.edu/myhousing. You will need to enter your UCID and password in order to access Myhousing Portal and participate in the room selection process. After logging on, you will see the main menu screen, which provides an overview of a student's current housing. This screen includes information about your current assignment, any future assignments, any current or future roommates and suitemates. This screen will also indicate the status of any future roommate request or any future room selection processes that you are entered into including your lottery date/time.

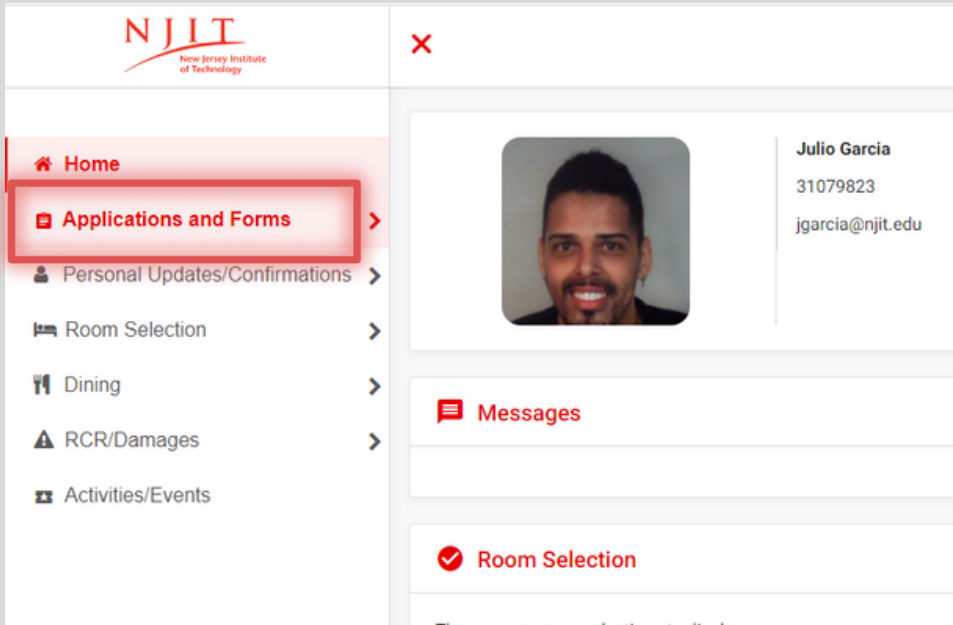
If you click on the accordion button to expand the menu options, you will find an option reading "Room Selection", This is the page you need to visit in order to select your roommates/suitemates, Reserve your Current Room (if available) or participate in Open Room Selection. Note, certain options will be unavailable until the respective dates for each part of the process as referenced in the timeline on page 2.

Note: Once you select your room online you will notice that the MyHousing page only shows your fall 2024 assignment. The software is formatted by semester, so your room assignment for the spring 2025 will be rolled-over around mid-November 2024.

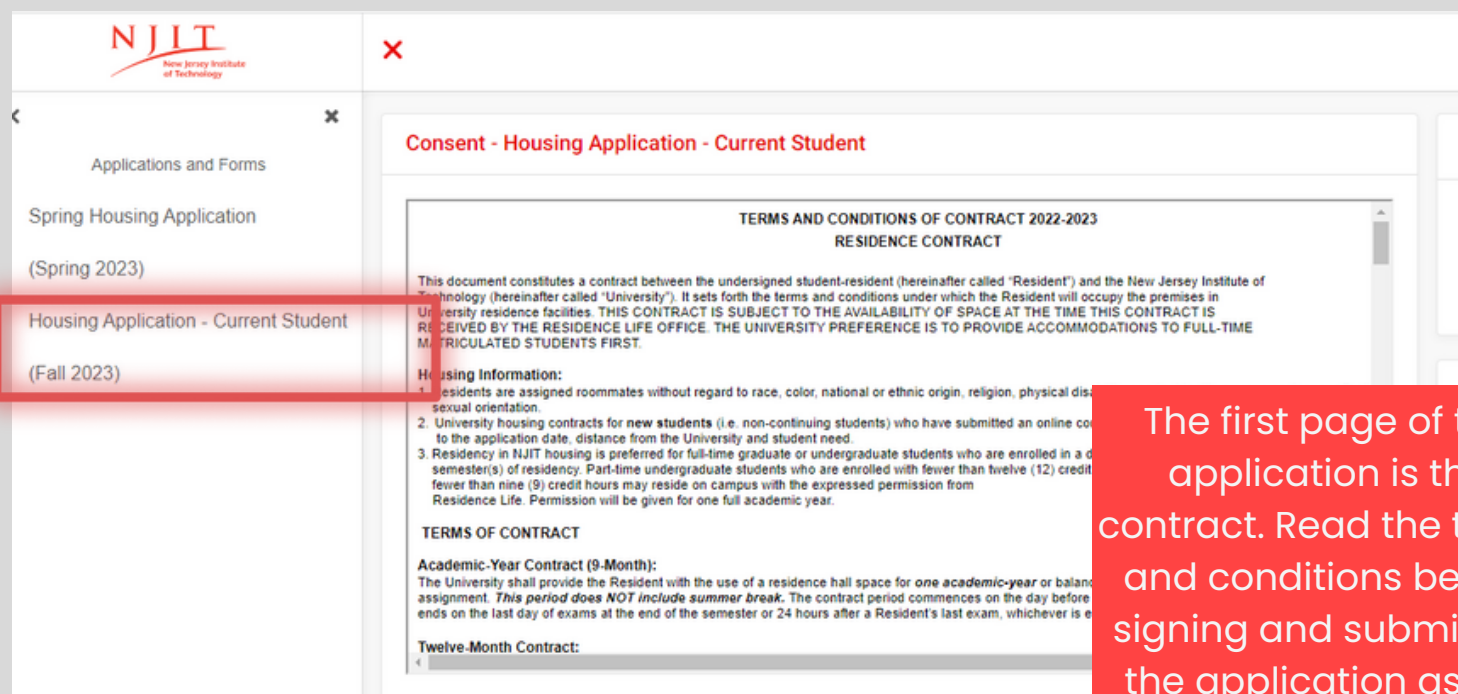
APPLYING FOR HOUSING

FILLING OUT THE HOUSING APPLICATION

HOUSING APPLICATION



1. Select Applications & Forms on the left hand side to see which applications are available for you to select.
2. To participate in the Online Room Selection Process select - Housing Application - Current Student (Fall 2024).
3. Complete the application and submit it, you will receive an automatic confirmation on the Self Service site as well as one sent to your NJIT email account.



The first page of the application is the contract. Read the terms and conditions before signing and submitting the application as it is binding!



APPLYING FOR HOUSING

MARTINSON HALL PROCESS



MARTINSON HALL APPLICATION

Residence Life and the Albert Dorman Honors College are continuing the housing priority process for 2024-2025 that guarantees housing to incoming first-year Honors scholars, prioritizes and increases the number of second-year ADHC housing placements, and strengthens NJIT's ability to recruit top students, particularly female applicants.

Honors Housing is dependent upon 'good standing' as defined by ADHC administration which includes successful completion of service hours, colloquia requirements, the absence of conduct history, and a minimum 3.2 cumulative GPA.

All Honors scholars interested in residing in Martinson Hall must complete the general housing application and the Martinson Hall application. The Martinson Hall application becomes available via the MyHousing Portal after submission of the general housing application.

Eligible scholars will be invited to participate in the Martinson Hall Room Selection process and are assigned a priority number for that process using a random number generator. Continuing scholars will be informed if they will be placed in Martinson Hall prior to the start of the general open room selection process.

Honors Scholars not placed in Martinson Hall will have the opportunity to select an alternate hall in the general room selection process while maintaining space in the Martinson Hall waiting list.

Continuing scholars invited to participate in the Martinson Hall room selection process may request roommates and suitemates who are also invited to participate in the process.

"Reserving your Current Room" or returning to the same space is not available for students who are selected to reserve a room during the Honors Hall Room Selection process.

****Dean Scholars are eligible to reside in Martinson Hall if space permits after all Albert Dorman Scholars have been assigned.**

***Refer to the timeline on page 2 for specific dates of the process.**

APPLYING FOR HOUSING

MARTINSON HALL APPLICATION

FILLING OUT MARTINSON HONORS HALL APPLICATION

NJIT
New Jersey Institute of Technology

Applications and Forms

- Spring Housing Application (Spring 2023)
- Honors Hall Application (Fall 2023)**

Julio Garcia
31079823
jgarcia@njit.edu

Messages

Room Selection

There are no room selections to display

Assignments

There are no active room assignments to list



My Information - Honors Hall Application

03. Write the full name and 8 digit NJIT ID of the Honors student you want to have as your roommate. *Please note that you will be selecting them online during the Honors Hall Room Selection Lottery and all room/suitemates must be in the Honors College to participate.

of 300 characters

04. Write the full name and 8 digit NJIT ID of the Honors student you want to have as your 1st suitemate. *Please note that you will be selecting them online during the Honors Hall Room Selection Lottery and all room/suitemates must be in the Honors College to participate.

of 300 characters

05. Write the full name and 8 digit NJIT ID of the Honors student you want to have as your 2nd suitemate. *Please note that you will be selecting them online during the Honors Hall Room Selection Lottery and all room/suitemates must be in the Honors College to participate.

of 300 characters

01. Do you want to be considered to participate in the Honors Hall Room Selection Lottery? *Please note selection for the Honors Hall Room Selection Lottery is random. It is not based on the priority number you received for the Open Room Selection Lottery. Students not selected to participate in the Honors Lottery will select a room during the Open Room Selection Lottery. *

(none)

02. Do you want to be considered to participate in the Honors Hall Room Selection Lottery? *Please note selection for the Honors Hall Room Selection Lottery is random. It is not based on the priority number you received for the Open Room Selection Lottery. Students not selected to participate in the Honors Lottery will select a room during the Open Room Selection Lottery. *

(none)

Application Complete - Honors Hall Application

Hello,
Thank you for completing the Honors Hall Application! You will be notified via email if you were selected to participate in the Honors Hall Room Selection Lottery prior to the start of the process. Please visit the Residence Life website for more information on Room Selection at www.njit.edu/reslife.

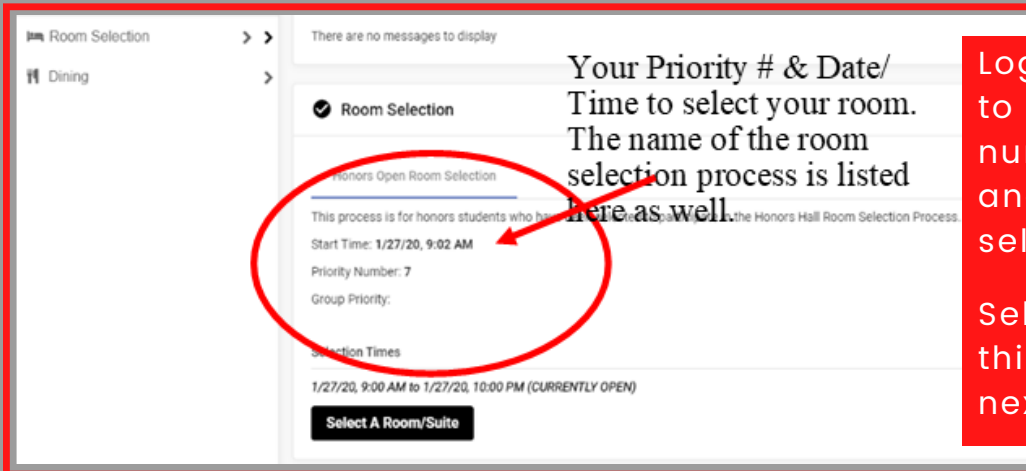
Sincerely,

Julio Angel Garcia

Julio Angel Garcia
Associate Director of Residence Life
180 Bleeker Street
Newark, NJ 07103
973.596.3039
973.596.8197 (fax)
quackenbush@njit.edu

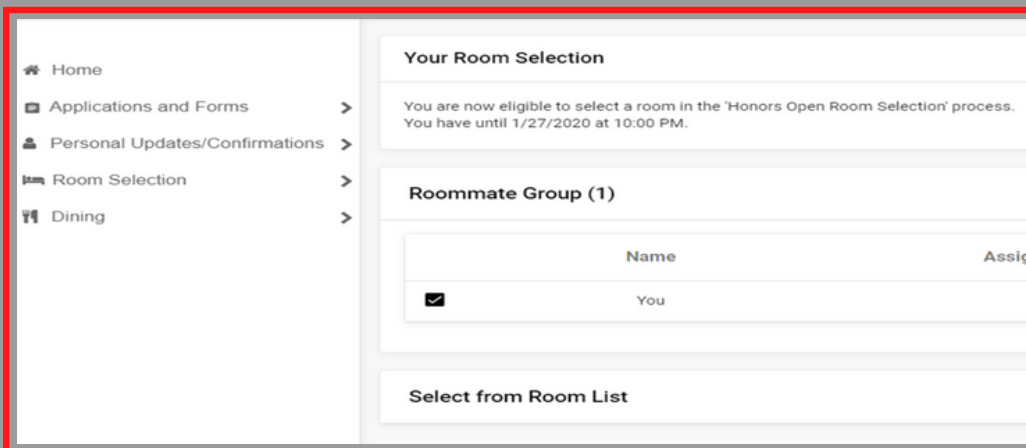


SELECT A ROOM/SUITE ONLINE WITH OR WITHOUT ROOM/SUITEMATES



Login to MyHousing portal to view your priority number, your start time and the available room selection times.

Select A Room/Suite - use this button to move to the next page in the process



You are now on the “Your Room Selection” page. The box under this title shows you when this process will end. You will need to select a room before this date/time.

You will see your roommate group. If you see other students listed in this section then you will be selecting a room/suite with/for these students. The student with the best priority number should select the room/suite for everyone.

Select the drop down menu that states “Select from Room List”, select Search Available Rooms.

SELECT A ROOM/SUITE ONLINE WITH OR WITHOUT ROOM/SUITEMATES

Available Rooms: (44)

Room Honors 510

Room 509 Bed 1
Karen Quackenbush

Room 510 Bed 1
< Leave Empty >

Please make sure that this is correct (You will not be able to change this yourself)

Submit Room Selection



Choose each student's name in your roommate group. Select which bed you want to place each person in your roommate group. Select the "Submit Room Selection" button.

Roommate groups must match in order to allow the person with the best priority number to select a room for you. You must accept the room/suitemate request through this system.

As the Room Selection process progresses, available rooms/suites will become less. This may require you to remove your room/suitemate requests in order to select a room/suite.

Available Rooms: (44)

Honors - 501

Room Type: DRHR Double Room
Spots: 2
Suite: 501-502 Spots: 4
Rate: \$4670 [Term]

Select Room/Suite

Honors - 502

Room Type: DRHR Double Room
Spots: 2
Suite: 501-502 Spots: 4
Rate: \$4670 [Term]

Select Room/Suite

You will see "Available Rooms" in the section below. You can scroll through to see the available option. Once you have decided on a room/suite select the black button "Select Room/Suite".

There are no room selections to display

Assignments

Fall 2022

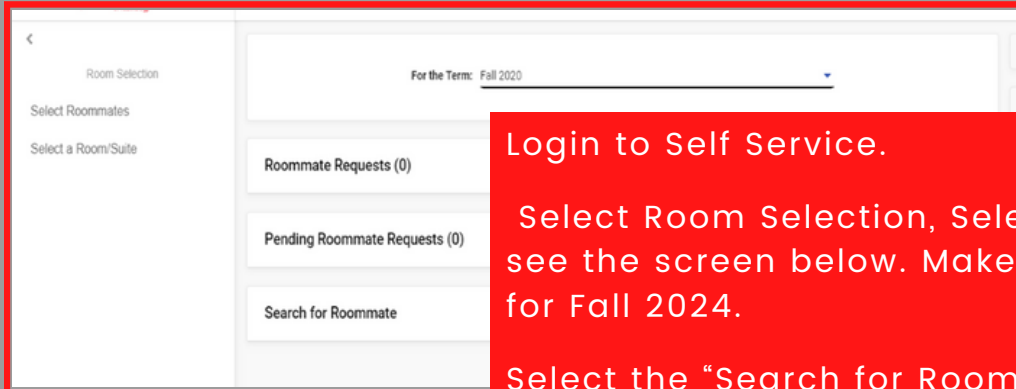
Hall Name: Honors
Room: 509
Apt: DRHR Single Room
Phone:
Box #:

You are finished with the Room Selection Process!



SELECTING ROOM/SUITEMATES

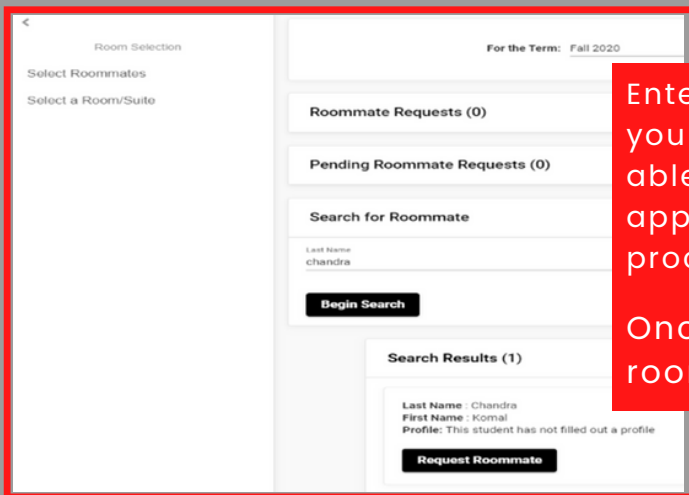
MYHOUSING
PORTAL



Login to Self Service.

Select Room Selection, Select Roommates. You will see the screen below. Make sure the term is selected for Fall 2024.

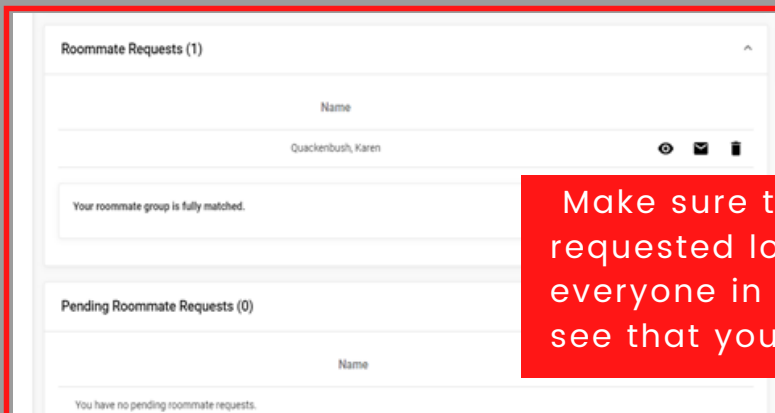
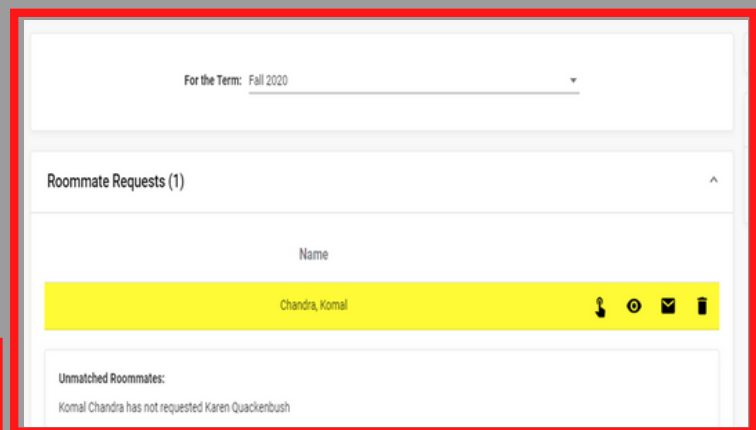
Select the "Search for Roommate" drop down menu.



Enter the last name and/or first name of the student you want to live with. Please note that you are only able to select students as room/suitemates who are approved to participate in a specific room selection process.

Once you find the name of your room/suitemate, select "Request Roommate".

You will see the student(s) you selected highlighted in yellow. You can "poke", email or delete to remind them to accept the pending request.



Make sure that the room/suitemates you requested login to Self Service to select everyone in your group. Once they do you will see that your roommate group if fully matched.

WAITING LISTS

MYHOUSING
PORTAL

The Residence Life Office maintains three types of Waiting Lists, Building, Single Room and Honors Hall.

Building Wait List: for students who are interested in residing in a hall different from that they are assigned but could not due to lack of available space. They may add themselves to that respective building waiting list.

Single Room Wait List: for residents interested in a single room but could not be assigned one due to lack of availability. *Please note priority for single rooms go to students with an approved accommodation through the Office of Accessibility Resources and Services (OARS).*

Martinson Hall Wait List: for residents who are Albert Dorman Scholars or Dean Scholars with an interest to reside in Honors Hall but were not assigned due to lack of availability.

To join a waitlist, residents may complete the following:

1. Logon to the MyHousing Portal at njit.edu/myhousing.
2. Click "Room Selection" in the Main Navigation Menu.
3. Click "Waiting Lists".
4. In the "Add to Waiting List" box, click the "Waiting List" drop down menu to select the waiting list you want to add yourself to.
5. In the "Comments" box, you may specify a hall, a specific room type or any information important to note.
6. Click "Submit" and you are on the Waiting List.
7. You will then see your position on the Waiting List in the "Waiting List" box.



FREQUENTLY ASKED QUESTIONS

Q HOW WILL MY PRIORITY NUMBER BE ASSIGNED?

A Priority numbers are assigned on several criteria. The following areas are given point totals and added to your total priority number, class standing, judicial standing, involvement in department as a student leader or participation as a tour room. You will be assigned a point total. Since there could be a number of students with the same point total the system will generate random priority numbers based on your total priority number. For example, if there are 20 students with a priority point total of 5, those students will receive a random priority number within that grouping.

Q WILL EVERYONE WHO WANTS A SPACE, GET A SPACE?

A Every NJIT student who has submitted an online housing application by February 18, 2024 will have the opportunity to participate in the Online Room Selection process. Students who apply after February 18, 2024 will still receive housing but may not be able to participate in the room selection process.

Q WHAT IF I FORGET TO RESERVE MY SAME SPACE?

A If you forget to reserve your current space, you will lose first priority to claim the space. If your current space is still available during your priority date/time during Open Room Selection, you may select it at that time. Remember: If you are selecting a room without a roommate requests, you can only select a space with someone already signed up for that space. You need to fill a room.

Q WHAT IF I KNOW A STUDENT ATTENDING NJIT THIS COMING FALL 2024 AS A TRANSFER OR FIRST-YEAR STUDENT AND I WANT TO LIVE WITH THEM. HOW DO THEY SIGN UP?

FREQUENTLY ASKED QUESTIONS

A

Both of you should indicate that you want to be roommates on your housing applications. The current student should participate in room selection and pick a room for next year. If there is space in that room at the end of fall 2024 room selection, Residence Life will place the new student in the room. If not, the new student can participate in room change after week two of the semester. Another option is to see if the assigned roommate is willing to do a room switch once room change starts. If everyone agrees, the online room change form needs to be filled out and we will email students if approved.

Q

WHAT IF I CHANGE MY MIND ONCE I SELECT A ROOM DURING OPEN ROOM SELECTION, CAN I CHANGE MY ROOM?

A

You are not able to change your assignment once you have selected it. Make sure that the room you are selecting during open room selection is the space you want for the following year. You will be given one minute to look at the available spaces before the next student is able to log on and pick their space. If you select a space that you want to change, please email Reslife@njit.edu.

Q

CAN I CHANGE MY MIND AND CANCEL ONCE I SIGN UP?

A

Students may cancel their housing for the fall 2024 - spring 2025 by emailing the Residence Life Office at reslife@njit.edu. You will be charged a cancellation fee as indicated on page 5. This amount will be applied directly to your student account. You will need to contact the Bursar's Office to make payment arrangements.

Q

WHAT IF I CANNOT GO ONLINE DURING MY OPEN ROOM SELECTION PRIORITY DATE/TIME?

A

We recognize that NJIT students are very busy, and that you may not be able to be online at your designated priority date/time. However, because of the ability to conduct the Room Selection Process online, you may sign up for a room/suite anytime after your appointed time has arrived and select from any room that may be available. Please note that some students may not be able to access the room selection site from off-campus due to firewalls. Please make sure that you are able to do this from off campus before you plan on being away during room selection.

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