# TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Quick Reference Guide</strong></td>
<td>2</td>
</tr>
<tr>
<td>An overview of all of the dates and deadlines you need to know for the housing room selection process.</td>
<td></td>
</tr>
<tr>
<td><strong>Contract Highlights</strong></td>
<td>3 - 4</td>
</tr>
<tr>
<td>Highlights from the Residence Life Housing Application and Contract.</td>
<td></td>
</tr>
<tr>
<td><strong>Residence Life Updates</strong></td>
<td>5</td>
</tr>
<tr>
<td>A snapshot of housing policies and other important housing updates.</td>
<td></td>
</tr>
<tr>
<td><strong>About Our Halls</strong></td>
<td>6</td>
</tr>
<tr>
<td>Information about each of our residence halls and their amenities.</td>
<td></td>
</tr>
<tr>
<td><strong>Virtual Housing</strong></td>
<td>7</td>
</tr>
<tr>
<td>Explore our housing options by visiting Virtual Housing. See room layouts and much more.</td>
<td></td>
</tr>
<tr>
<td><strong>Living/Learning Communities</strong></td>
<td>8</td>
</tr>
<tr>
<td>An overview of our different living learning communities and what they offer.</td>
<td></td>
</tr>
<tr>
<td><strong>Room Selection Website—Login</strong></td>
<td>9</td>
</tr>
<tr>
<td>A technical overview of the MyHousing system.</td>
<td></td>
</tr>
<tr>
<td><strong>OVERVIEW: Online Room Selection</strong></td>
<td>10</td>
</tr>
<tr>
<td>A step-by-step overview of the Online Room Selection process.</td>
<td></td>
</tr>
<tr>
<td><strong>Selecting Roommates/Suitemates</strong></td>
<td>11</td>
</tr>
<tr>
<td>A detailed explanation about the procedure of selecting roommates and/or suitemates.</td>
<td></td>
</tr>
<tr>
<td><strong>Open Room Selection</strong></td>
<td>12 - 13</td>
</tr>
<tr>
<td>A detailed explanation of the Open Room Selection process.</td>
<td></td>
</tr>
<tr>
<td><strong>Frequently Asked Questions</strong></td>
<td>14</td>
</tr>
<tr>
<td>Answers to some of the most frequently asked housing room selection process.</td>
<td></td>
</tr>
</tbody>
</table>
IMPORTANT DATES FOR THE 2018-2019 RESIDENCE LIFE ROOM SELECTION PROCESS

JUNE 18, 2018 - JUNE 22, 2018

CHECK YOUR LOTTERY NUMBER (The date/time you will be able to select your room online.)
- Visit www.njit.edu/reslife
- Enter your UCID and password.
- Select “MyHousing,” Select “Login.”
- You will see “My Housing Overview.”
- Look at “My Future Room Selection Process” at the bottom of the screen.
- You will see your priority number and the date and time YOU can select a room. The entire lottery time will be listed. Note: You can only select a room when your lottery time begins. You will have until July 2, 2018 at 11:00 p.m. to select a room online. After this date, Residence Life will assign you a room.

JUNE 18, 2018 - JULY 2, 2018

SELECTING ROOMMATE(S) AND/OR SUITEMATE(S)
- If you are selecting roommate(s)/suitemate(s) you may do so during this time frame. Go to the Residence Life Room Selection Website at www.njit.edu/reslife and select them by entering the students NJIT ID number, or their first and last names. Each person involved in the room/suitemate request must agree online. There will be an option under MUTUAL REQUEST - everyone involved in the request should select “YES” under MUTUAL REQUEST. You will then know that the request has been accepted.

JUNE 25, 2018 - JULY 2, 2018

OPEN ROOM SELECTION
- If you are participating in OPEN ROOM SELECTION, you may choose your room during your specified lottery date/time. You can view your lottery date/time by logging into the Residence Life Room Selection Website at www.njit.edu/reslife.

***HONORS STUDENTS DO NOT PARTICIPATE IN THE ONLINE ROOM SELECTION PROCESS. HONORS STUDENTS WILL BE PLACED IN THE HONORS HALL BASED ON THEIR DATE OF APPLICATION. PLEASE NOTE THAT STUDENTS WHO ARE NOT ABLE TO BE PLACED IN THE HONORS HALL WILL BE PLACED IN CYPRESS HALL. ROOM ASSIGNMENT INFORMATION WILL BE SENT VIA NJIT EMAIL BY JULY 2, 2018.***
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. *This period does NOT include summer break.* 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 on **July 31, 2018** and ends on **July 31, 2019** for students not returning to housing for the next year. Students returning to housing for the 2018 - 2019 academic-year may remain in housing through the beginning of the new contract period. Changes to the chosen occupancy period may not be made after **October 31, 2018**. Residents may be required to move to another location during the summer break.

**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:

1. Pay the residence hall room charge for an entire contract.
2. Purchase a meal plan (except junior, senior and graduate students).

**Housing Agreement Cancellation Policy 2018-2019 Academic Year**

**Cancellation before contract period and/or occupancy begins:**

*Occupancy is defined as acceptance of access to residence hall room.

**A. Fall Semester**
**New and Continuing Students:**

<table>
<thead>
<tr>
<th>Cancellation Received on/or before</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 1, 2018:</td>
<td>$300.00</td>
</tr>
<tr>
<td>May 2 – June 15, 2018:</td>
<td>$450.00</td>
</tr>
<tr>
<td>June 16 – August 1, 2018:</td>
<td>$750.00</td>
</tr>
<tr>
<td>August 2 – August 15, 2018:</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>August 16 – Earliest Published move-in day:</td>
<td>$1,150.00</td>
</tr>
</tbody>
</table>

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 Appeals Committee. Cancellations must be in writing.

**B. Spring Semester**
**New Residents:**

<table>
<thead>
<tr>
<th>Cancellation Received on/or before</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 1, 2018:</td>
<td>$300</td>
</tr>
<tr>
<td>December 2, 2018 – December 23, 2018:</td>
<td>$450</td>
</tr>
<tr>
<td>December 24, 2018 – January 10, 2019:</td>
<td>$750</td>
</tr>
<tr>
<td>January 11, 2019 – Move-in day:</td>
<td>$1,150</td>
</tr>
</tbody>
</table>

Continuing residents may not cancel housing without approval of the Housing Cancellations Appeals Committee. Cancellations must be in writing. Appeals must be in writing.
No-Shows: Fall and Spring Semesters
Rooms not officially accepted by the end of the first day of classes will be cancelled and maximum cancellation fees will apply.
Students who request housing after the contract period has begun, and do not accept the room, are considered no-shows and will be charged the same fees.
Fall: $1,150
Spring: $1,150

Cancellations During Fall Semester/Prior to Start of Spring Semester

Voluntary Separation from NJIT:
No refunds/credit will be granted for the Fall semester except as approved by the Housing Cancellations Appeals Committee.
Student will not be charged for Spring Housing and Dining Charges, but the following cancellation fees and requirements apply:
$500 cancellation fee for those students who:
Complete a formal University withdrawal or transfer by December 15th and
Submit written notification of intent to vacate to Residence Life by December 15th and
Complete formal check-out (including room inspection/waiver and return of all residence hall keys and NJIT ID)
no later than 24 hours after last final exam of the fall semester.
$750 cancellation fee if criteria are met by January 1st
$1,000 cancellation fee if criteria are met by January 15th
$1,150 cancellation fee will be after January 15th; other charges such as cost of lock changes may apply
A hold will be placed on University Records and Registration until payment is received.

Involuntary Separation from NJIT
No refunds/credit will be granted for the Fall semester except as approved by the Housing Cancellations Appeals Committee or Dean of Students. Student will not be charged for Spring Housing and Dining Charges, but the following cancellation fees apply:

Academic Dismissal:
No cancellation fee will be assessed if student completes formal check-out by published Spring check-in day or with 72 hours of dismissal/suspension notice, whichever is later. Failure to complete a formal check-out by these deadlines will result in $50 per day charge until such formal check-out is completed.

Judicial Dismissal:
Cancellation fee for the Spring semester is $1,150. Failure to submit key(s) and ID results in further disciplinary action.

For Students remaining enrolled at NJIT
Housing agreements are for the full academic year, and will be enforced as such. All residential students still enrolled at NJIT for the Spring Semester will be charged housing and applicable meal fees through the end of final exams in May. Cancellations prior to the end of the academic year will not be permitted, except in cases of extremely extenuating circumstances, as determined by the Housing Cancellations Appeals Committee.

Cancellations During the Spring Semester, Continuing Students:

Voluntary Cancellation:
No refunds/credits given except as approved by the Housing Cancellations Appeals Committee.

Involuntary Cancellation
No refunds/credits given except as approved by Housing Cancellations Appeals Committee, Dean of Students or designee

Cancellation Appeals can be addressed to: Chair, Housing Cancellation Appeals Committee., C/O Residence Life Office, 180 Bleeker Street, Newark, NJ 07103 or submitted in person to Residence Life Office, 1st Floor, Cypress Hall or email to: reslife@njit.edu.

Unusual Circumstance/Medical Withdrawal:

Housing cancellations due to unusual circumstances such as a medical withdrawal will be reviewed by the Housing Appeals Committee at the student’s request. Medical withdrawals approved/processed by Office of the Dean of Students will automatically include waiver of any applicable housing cancellation fee, providing student follows expected check-out procedures.
**CANCELLATION CHARGES**

Cancellation charges are outlined on page 3-4.

**TRIPLE ROOMS**

Triple rooms are available for students to select during the online room selection process. Triple rooms will have three beds, dressers, desks, and desk chairs. Students who select a triple room will be billed a reduced rate.

**FALL 2018 OPENING**

Fall 2018 check-in is scheduled for August 29, 2018 from 10am-5pm & 8pm-10pm. Please visit www.njit.edu/reslife for your check-in time.

Fall Classes begin on Tuesday, September 4, 2018.

**BREAK PERIODS**

All buildings will be open for winter and spring break for fall 2018-spring 2019. Winter break 2019 is included in the fall 2018-spring 2019 housing contract at no additional charge, if you stay for spring 2019.

**UNIVERSITY HOUSING AND FINANCIAL AID**

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.
Students who choose to live on campus will share their experiences with nearly 2,000 other students. Students come to NJIT from around the corner and around the world, living on campus provides an opportunity to exchange ideas and learn about people of many different cultures and backgrounds. Floor plans for the residence halls are available at http://virtualhousing.njit.edu.

**ABOUT OUR HALLS**

**FIRST YEAR STUDENT ROOM SELECTION GUIDE 2018-2019**

Cypress Hall is a coed facility that houses 420 full-time first-year, sophomore, junior, senior and graduate students in two-room suites. Suites consist of double rooms. Each suite has a shared bath. Rooms are furnished with a bed, dresser, desk, chair and lamp for each student. There are two lounges with a microwave and sink on each floor. Double room measurements are 22’1/3” x 13’6” (bedroom) and 6’3/4” x 7’1/3” (foyer).

Redwood Hall is a coed facility that houses 195 full-time first year and some sophomores, juniors and seniors in single and double rooms. Each room is furnished with a bed, dresser, desk, chair and lamp for each student. There are two large common bathrooms on each floor. A kitchen lounge with microwaves is located on the first floor. Room measurements are 11’6” x 18’9”.

The Honors Hall is a coed building that houses 360 first-year, sophomore, junior and senior students in singles, two person rooms and two-room suites. A suite includes two double rooms and one double room with a single. All rooms are furnished with a bed, dresser, desk, chair, and lamp for each student. Each suite has a shared bathroom. There are common lounges on each floor as well as a common kitchen on the first floor. Double room measurements are 12’ x 12.” For the university community the building features dining services, a convenience store, and a fitness center.
Selecting your room/suite has never been easier.

Before selecting a room/suite, students are encouraged to go online and check out the VIRTUAL HOUSING link on the main residence life website at www.njit.edu/reslife.

Virtual housing offers students a chance to get a feel of the halls from the convenience of their computers.

Students can view all of the amenities that each building offers, learn the dimensions of the rooms and even see what type of view they will have.

Please note that room occupancy changes from year to year. If virtual housing shows a room as a double please check the online room selection site to confirm.
NJIT Residence Life has a number of specialized living/learning communities where students can live. Learning communities are designed to offer students with a network of support by placing residents with students who share the same major or interests.

Students who live in the living/learning communities are able to take advantage of special programs to help them in their coursework, educational programs related to their majors and additional social programs to build community among the floor.

Some of the programs that we have offered for the living/learning communities have included:
- Careers in the medical field and biomedical engineering
- Careers in Architecture
- Community Service Projects

### CYPRESS HALL

**4th Floor**

**Architecture & Design Floor**

Students are selected to participate in the Architecture Living/Learning Community. You will be contacted via email if you have been selected to be part of this program.

**5th & 6th Floors**

**Engineering Floors**

Students are selected to participate in the Engineering Living/Learning Community. You will be contacted via email if you have been selected to be part of this program.

### OAK HALL

**8th Floor**

**Graduate Students & 23 Years of Age or Older**

The 8th floor of Oak Hall will house only graduate students or students who will be 23 years of age by September 1, 2017. Undergraduates who will be 21 or 22 years of age on September 1, 2017 may request to be placed on a wait list for available space that may be available after August 15, 2017.

### HONORS RESIDENTIAL HALL

**3rd - part of 4th floor**

**First-Year Honors Students**

**4th-6th Floors**

**Upper-Class Honors Students**
MyHousing - Online Room Selection
The Online Room Selection website can be accessed at www.njit.edu/reslife. You will need to enter your UCID and password in order to access the MyHousing software 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 situation. 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. The menu located on the left will show if your lottery time has arrived, or if you may select any of the available rooms. In addition, you can request a roommate or suitemate.

**Note:** Once you select your room online you will notice that the MyHousing page only shows your fall 2018 assignment. The software is formatted by semester, so your room assignment for the spring 2019 will automatically roll-over.

**TECHNICAL SUPPORT**
All students are encouraged to log onto the Online Room Selection website at www.njit.edu/reslife before the process begins to ensure that their UCID and password are working and have full access to the site.

Anyone who believes that you are not in the selection system or is having technical difficulties should email the Residence Life Office at reslife@njit.edu, call 973-596-3039 or stop by the Residence Life Office, located on the first floor of Cypress Hall during business hours Monday - Friday, 8:30 am-4:30 pm.
OVERVIEW: ONLINE ROOM SELECTION
FIRST YEAR STUDENT ROOM SELECTION GUIDE 2018-2019

STEP 1  BEFORE JUNE 18, 2018
☐ Check UCID and password to make sure they are working.

STEP 2  COMPLETE ONLINE HOUSING APPLICATION
☐ Visit aevite/njit.edu/myhousing/login.html
☐ Enter your UCID and password.
☐ Choose your contract type:
☐ Complete fields on housing application that have not been completed.
☐ Accept the TERMS AND CONDITIONS of the Housing Application.
☐ REVIEW AND SUBMIT APPLICATION.

STEP 3  JUNE 18, 2018 - JUNE 22, 2018 - VIEW YOUR LOTTERY NUMBER

VIEW YOUR LOTTERY NUMBER
☐ To view your lottery number, log onto www.njit.edu/reslife and view your LOTTERY NUMBER for the date/time that you will be able to select a room during OPEN ROOM SELECTION.

STEP 4  JUNE 18, 2018 - JULY 2, 2018 - ROOMMATE SELECTION
☐ If YOU WANT TO REQUEST YOUR ROOMMATE/SUITEMATE(S):
  • log onto the Room Selection website at www.njit.edu/reslife.
  • then, select the student(s) that you would like to live with.

  NOTE: The student(s) that you request to live with MUST accept your request. Once all of the students have requested each other as room/suitemates, you will see “YES” in the mutual request field. This is how you can confirm that your request has been accepted. It is your responsibility to ensure that everyone who wishes to live together completes this step.

  TIP
Once the request is accepted, the resident with the earliest lottery date/time may go online and select an available room/suite. That person should login and select the desired room/suite and all of the students requested students will be placed into the room/suite.

☐ If you DO NOT WANT TO REQUEST YOUR ROOMMATE/SUITEMATE(S):
  • Log onto the Room Selection website at www.njit.edu/reslife to verify your lottery date/time and select your room during Open Room Selection at your designated lottery date/time.

STEP 6  JUNE 25, 2018 - JULY 2, 2018 - OPEN ROOM SELECTION
☐ Log onto www.njit.edu/reslife on your appointed lottery date/time. You can locate your lottery date/time by logging onto the Residence Life website at www.njit.edu/reslife.

  NOTE: HONORS STUDENTS WILL BE ASSIGNED ROOMS BASED ON THEIR DATE OF APPLICATION. STUDENTS NOT ABLE TO BE PLACED IN THE HONORS HALL WILL BE ASSIGNED TO CYPRUS HALL. STUDENTS MAY REQUEST TO BE PLACED ON A WAIT LIST FOR THE HONORS HALL BY EMAILING RESLIFE@NJIT.EDU
STAY ON CAMPUS • STAY CONNECTED  
FIRST YEAR STUDENT ROOM SELECTION GUIDE 2018-2019

The process for selecting potential roommates or suitemates is easy. Please read below for the detailed information about your options when selecting roommates and suitemates.

### SELECT YOUR ROOMMATES/SUITEMATES

If you have room/suitemates in mind that you would like to live with next year and want to select a new room/suite, you need to do the following:

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>Complete the Housing Application.</td>
</tr>
<tr>
<td>☐</td>
<td>Between June 18, 2018 - July 2, 2018 you will all need to go to the room selection website and request to be roommates/suitemates with the individuals you wish to live with.</td>
</tr>
</tbody>
</table>
| ☐ | Follow up with the people you’ve chosen to live with.  
  - Each person involved must agree to the request.  
  - There will be an option under MUTUAL REQUEST - everyone involved should select “YES” under MUTUAL REQUEST. You will then know that the request has been accepted. |
| ☐ | Once the request has been verified as mutual, the resident with the earliest lottery date/time may go online and select an available room/suite. When your lottery date/time begins, go online and select a room/suite. Remember that you must fill the room or suite in order for the assignment to be accepted. |

### I DO NOT HAVE ANY SPECIFIC ROOMMATE OR SUITEMATE REQUESTS

If you do not have specific roommate or suitemates, you need to do the following to select a room for the 2018-2019 year:

<table>
<thead>
<tr>
<th>Step</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>Complete the Housing Application.</td>
</tr>
<tr>
<td>☐</td>
<td>Between June 18, 2018 - June 22, 2018 you will go to the room selection website and log into the process. You will be able to view your lottery date/time.</td>
</tr>
<tr>
<td>☐</td>
<td>When you lottery date/time begins, go online and select a space in a room. Once you select a room, you have completed the online room selection process.</td>
</tr>
</tbody>
</table>
OPEN ROOM SELECTION:
You can participate in Open Room Selection on June 25, 2018 - July 2, 2018 based on your lottery date/time.

Honors students will be assigned to their rooms by the Residence Life Office. They do not participate in the online room selection process. Honors students will be placed in the Honors Hall based on their date of application. Honors students not able to be placed in the Honors Hall will be placed in Cypress Hall. Room assignment information will be sent to Honors students via their NJIT email by July 2, 2018.

If you miss a step in the process you may have to wait until after everyone else has selected their rooms, which will significantly limit room availability.

OPEN ROOM SELECTION PROCESS
FOR STUDENTS WHO DO NOT HAVE ROOMMATE/SUITEMATE PREFERENCES

- Complete the Housing Application.
- Between June 18, 2018 - June 22, 2018 log onto the room selection website to find out your lottery date/time.
- On your assigned lottery date/time, log onto the room selection website and select the ROOM SELECTION link on the left hand menu.
- Select a room from the available room list.
  - You can sort this list by hall, room or floor. Make sure to note which rooms are doubles and singles.
  - Once you select a room, you will see a screen that will show you the hall and room you selected.
- Confirm your room selection
  - Make sure you have selected the correct room, you will not be able to change this selection yourself if you select the wrong room.
- Submit room selection.
  - This will direct you to a new page that states “Your room assignment has been saved.”

Once you have selected a room you will not be able to change it. Room changes will be accommodated AFTER the room selection process is complete.

CONGRATULATIONS! You have completed the Online Room Selection Process!
OPEN ROOM SELECTION
FIRST YEAR STUDENT ROOM SELECTION GUIDE 2018-2019

OPEN ROOM SELECTION PROCESS
FOR STUDENTS WHO WANT TO REQUEST ROOMMATE/SUITEMATE(S)

- Complete the Housing Application.
- Between June 18, 2018 - June 22, 2018 log onto the room selection website to find out your lottery date/time.
- Between June 18, 2018 - July 2, 2018 log onto the room selection website to select your roommate/suitemates.
- Go to ROOM REQUESTS screen and enter the information for your desired roommate/suitemates.
  - To request a roommate, you will need to enter their last and first names.
  - You can also select the desired student by entering his/her NJIT ID number.
- Select “ADD STUDENT TO LIST.”
  - Once you have selected the student, you will see their name appear.
  - You will also see a red box or the words “YES” under MATCHING REQUEST.
  - If you see a red box with the words “DOES NOT MATCH” you need to contact the potential roommate/suitemate(s) to let them know they also need to logon and request you as their roommate/suitemate.
  - Once all students have requested each other as roommate/suitemate(s) you will see the words “YES” in the Matching Request box. You will not be able to be assigned a space together unless all Matching Requests state “YES.”
  - Once you have completed the Matching Requests, you will then wait until the earliest persons lottery date/time.
  - When it is time for them to participate in online room selection process the person with the lowest lottery number will log onto the system and select a room for all of the roommate/suitemate(s).
- THE PERSON WITH THE LOWEST LOTTERY NUMBER should log into the Room Selection site.
  - They will see a list of all the rooms that can accommodate the number of people you are requesting to live with.
  - Remember that you must fill the room or suite in order for the assignment to be accepted.

Note: As Open Room Selection progresses, you may find that there aren’t any rooms available to accommodate the size of your group. In such cases, you will need to delete the roommate requests in order to select a room. You can cancel a roommate requests by going back to the online process and clicking on the delete button next to the student’s name you want to delete.

- Select a room from the list of available rooms.
  - You will then see a screen that displays the hall and room you selected and your assigned roommate(s)/suitemate(s).
- Confirm that the room selection is correct.
  - You will not be able to change this selection once you confirm.
- Assign each student to a specific bed in the room/suite.
  - Be careful to check that you have placed the correct person in the correct room.
- SUBMIT THE ROOM SELECTION
  - This will direct you to a new page that states “Your room assignment has been saved.”

CONGRATULATIONS! You have completed the Online Room Selection Process!
Q: HOW WILL MY LOTTERY NUMBER BE ASSIGNED?
A: Lottery numbers are assigned based on the date you submitted your online application.

Q: WILL EVERYONE WHO WANTS A SPACE, GET A SPACE?
A: Everyone who submitted an online housing application is guaranteed a room on campus.

Q: ONCE I SELECT A ROOM, CAN I CHANGE MY MIND?
A: No, you will need to wait until Room Selection is finished. Residence Life will hold an Online Room Change that begins on July 12, 2018.

Q: WHAT IF I CHANGE MY MIND ONCE I SELECT A ROOM DURING ROOM SELECTION, CAN I CHANGE MY ROOM ASSIGNMENT?
A: No, you cannot change your assignment once you have selected it. You need to 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 participate in the Online Room Change which begins on July 12, 2018.

Q: CAN I CHANGE MY MIND AND CANCEL ONCE I SIGN UP A ROOM?
A: Yes, students can cancel their housing for the fall 2018 - spring 2019 by emailing the Residence Life Office at reslife@njit.edu. Please visit page 3-4 for detailed information on the Cancellation Policy.

Q: WHAT IF I CANNOT GO ONLINE DURING MY OPEN ROOM SELECTION LOTTERY DATE/TIME?
A: We recognize that NJIT students are very busy people, and that you might not be able to be online at your designated lottery 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 at the time you select your space. Please note: some students may not be able to access the room selection site from off-campus, etc. due to firewalls, etc. Please make sure that you are able to do this from off campus before you plan on being away during room selection.

Q: WHAT IF I KNOW A STUDENT CURRENTLY ATTENDING NJIT AND I WANT TO LIVE WITH THEM. HOW DO THEY SIGN UP?
A: The current NJIT student should have participated in room selection already and has selected a room for next year. If the other space is open when it is your turn to select a room online you may select that space. If the room is not available, students can participate in room change two weeks after the semester begins. Another option is to try to contact the new assigned roommates to see if they would be willing to switch before the fall 2016 semester starts. If all students agree to the room change you may complete an online room change form at www.njit.edu/reslife. Residence Life will email the students if the room change was approved.

Q: I AM NOT AN HONORS STUDENT BUT WANT TO LIVE IN THE HONORS RESIDENCE, CAN I?
A: The Honors Residence is for current Honors College students. If you are affiliated with the Honors College you will be assigned a room in the Honors Hall based on the date of your application. Students who are not able to be placed in the Honors Hall will be placed in Cypress Hall. Room assignment information will be emailed to Honors students via their NJIT email by July 2, 2018.

Q: WHAT IF I NEED A HOUSING ACCOMMODATION? (ADA REQUESTS, BED SIZE, ETC)
A: Please provide this detail in the Special Request Section on the housing application.