Tips within the Housing Contract & Room Selection

You are receiving this information because you have successfully completed the 2022-2023 UW Housing & Dining Services contract. As a reminder, you will have the opportunity to select your own room and roommate for the upcoming school year. For an overview of the Room Selection process and timeline, please see our Room Selection FAQ webpage.

Room Selection occurs in the month of July. On July 1, you can expect an email containing your assigned Room Selection Timeslot. Access to your Housing Portal for room selection will not open until this time. Below is the timeline for Room Selection.

**JULY 1**
Room Selection Time Slot emailed to Students … check your UW email account

**JULY 7-8**
Returning Students Room Selection
(refer to your assigned room selection time slot)

**JULY 12-15**
Freshman Interest Group (FIG) Room Selection
Refer to your assigned room selection time slot.

**JULY 20-22**
Standard Room Selection
This includes those interested in a specific Living Learning Community (LLC), for example Honor Community, Engineering Community, Health Sciences, etc. (refer to your assigned room selection time slot)

**JULY 25-28**
Room assignments completed by Housing for anyone with a completed contract who did not complete room selection.

**JULY 29**
Room Assignment Emails Sent
Check your UW email! This will include your hall and room number (that you selected or were assigned to), mailing address, roommate name & contact information, and selected meal plan.
STEP 1: **Access your 2022-23 Housing Contract**

Select Application in the Gold Bar and ‘Continue’ next to the ‘Housing & Dining Contract 22-23.’

**Step 2: Select your Preferred Room Type, Building, & Room**

The first time you access room selection, you will be taken directly to the Room List page (see on next page). If you access room selection, leave and return later to select a room, you will need to select the ‘Room Selection’ tab along the top banner of the application page to re-enter Room Selection.

**Remember:** If you have been accepted into a Freshman Interest Group (FIG), you will ONLY be able to select a room on your FIG floor. See the Floor Communities link to determine where your FIG is located.

You can narrow room results by indicating a Room Type and/or Location (building) preference.

*Single and Suite Style rooms are very limited. If you browse these room types and return no options, select Double Room to widen your search results.*
Both beds in this Double Room are available

One person is already booked in this Double Room. Learn more about them in ‘Show Room Info’!

This page will show you all rooms that you qualify to select. For Double Rooms, if no one is booked in that space, you will see ‘No Roommates are assigned.’ If a double room has one person already booked, you will see their name listed. By selecting ‘Show Room Info’, you can learn more about the room selected and any person already booked in this space (see below). The first 2 digits of the room number indicate the floor location; the last two digits are the room number on that floor.
Once finished learning about this room space, ‘Go Back.’ Feel free to explore as many room options as you like! Once you find the room you want to live in, ‘Select this Room’ of your preferred space.

Bed Size: XL Twin

Beds are self-lofting and can be adjusted to a maximum lift of 54” (from floor to bottom of bed frame).

Name of the person already booked in this room

Orr 0225
The first 2 numbers of the room number indicate the floor location (i.e. 07 = 7th floor); the last two digits are the room number on that floor.

Location: Orr Hall
Floor/Suite: Double Room
Terms: Academic Year
Classifications: Current Hall Resident Current Apartment Tenant Current BRV Tenant On Campus Housing Academic Year
Mandatory Room Attributes: Vet Medicine FIG

<table>
<thead>
<tr>
<th>Bed</th>
<th>First Name</th>
<th>Last Name</th>
<th>Preferred Name</th>
<th>Profile</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>O-0225A</td>
<td>Amanda</td>
<td>Juarez</td>
<td></td>
<td>View Profile</td>
<td>Send Message</td>
</tr>
<tr>
<td>O-0225B</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Select to see how this person responded to their application profile questions.

Want to reach out to them? Send an email message!
Step 3: Select Your Bed

Once you arrive at this step, you have 10 minutes to ‘Assign Beds.’ If both beds ‘A’ and ‘B’ are available, select either one. You can decide with your roommate on arrival which actual bed in the room is yours.

Step 4: Confirm Your Bed

One final chance to review your selection! The rate listed is for the entire academic year. One half of this rate will bill to your student account each semester. ‘Confirm Booking’ to finalize your room.
Step 5: Check Your Contract Status

Once you have clicked ‘Confirm Booking’ in the previous step, your Application Status page will populate with booking information. Here you can see your confirmed contract, room, and roommate status information. Feel free to revisit this page later to check for any updated roommate information.

Application Status

You started your application for Housing & Dining Contract 22-23 on 4/1/2022, have a room reservation for O-0225B, and have signed the contract as of 4/1/2022. Your application is complete as of 4/1/2022.

Booking Summary

Room: O-0225B  
Room Type: Double Room  
Location: Orr Hall  
Floor: Double Room

<table>
<thead>
<tr>
<th>Bed</th>
<th>Occupant</th>
<th>Check In Date</th>
<th>Check Out Date</th>
<th>Profile</th>
</tr>
</thead>
<tbody>
<tr>
<td>O-0225A</td>
<td>Amanda Juarez</td>
<td>8/16/2022</td>
<td>5/13/2023</td>
<td>View Profile</td>
</tr>
<tr>
<td>O-0225B</td>
<td>Duck Donald</td>
<td>8/16/2022</td>
<td>5/13/2023</td>
<td>View Profile</td>
</tr>
</tbody>
</table>

Roommate Information

Semester: Fall 2022  
My Room: O-0225B

Semester: Spring 2023  
My Room: O-0225B

Fall 2022: Amanda Juarez | Email: ajuarez1@uwyo.edu

If you have a mutually accepted roommate:

Whichever roommate has the earlier assigned timeslot is generally who will select the room for both themselves AND their confirmed roommate. Only one person in a confirmed roommate group will complete the room selection process.
Assign Beds

My Room

Select your room and space

My Roommates

Below are your current roommates. You can assign beds to all of them.

... AND select the other bed in that room for your confirmed roommate.

The Application Status page will now indicate your reserved room location and show your confirmed roommate in room with you.