

## Guidelines for Selecting a Room for Fall 2019 Semester

These guidelines govern the room selection process for the residence halls, apartments, and townhouses for the 2019-20 academic year. If you have any questions, please contact the Student Life Office on the first floor of HMSC. Office hours: Monday-Friday, 8:00 am-5:00 pm.

## NINE STEPS TO REGISTER FOR HOUSING

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**HOUSING WILL BE DONE ONLINE THROUGH A PROGRAM CALLED “eRezLife”.** The procedures below MUST be followed to be eligible to select housing. Log into the housing site (<https://thiel.erezlife.com/>) to find detailed instructions and complete online steps.

**Completing the more time-consuming steps early makes housing selection in April less stressful so students have more time to focus on preparing for finals.**

1. **Before March 15:** Complete your housing application. There is **no cost** to complete this step. Also, **complete your application by March 15 and get \$50 off your housing deposit later if you give Student Accounts a printed copy of your application receipt.** Please see detailed instructions on the housing site at Resources > **Thiel Online Housing Selection Instructions.**
2. **March 15-20:** Set up Roommate Groups online. Detailed instructions are on the housing site at Resources > **Creating a Roommate Group.**
3. **March 15-20:** Complete your Housing Overview by reviewing your options and marking your favorites online. Detailed instructions are on the housing site at Resources > **Fast Favorites-Choosing Your Housing.**
4. **MAR 1-20:** Contact Student Accounts in Roth Hall. *Assure your account is in order so you can register for classes*
5. **MAR 1-25:** Meet with your advisor about classes for Fall 2019
6. **MAR 15-APR 4:** Check your account balance on Self-Service. **Your account must be paid in full with the STUDENT ACCOUNTS OFFICE (first floor of Roth Hall) to qualify to select Premium Housing (private rooms, apartments, or townhouses).**
7. **MAR 22-APR 4:** REGISTER FOR CLASSES! *Pre-registration dates are:*
  - ⇒ **Seniors** – March 26
  - ⇒ **Sophomores** – April 2
  - ⇒ **Juniors** – March 28
  - ⇒ **Freshman & All Others** – April 4
8. **BEFORE MAR 28:** Pay \$100 room deposit to Student Accounts Office (first floor of Roth Hall) by **March 28** (refundable until June 30, 2019). Deposit will be credited to your room fee for the fall semester. **Get \$50 off your deposit IF you provide Student Accounts with a printed copy of your application receipt showing a submission date of March 15, 2019 or earlier.**
9. **APR 4-17:** Log in and **SELECT YOUR HOUSING!** *ALL of the above must be completed at least 24 hours before your selection date.* Detailed instructions for this last step are on the housing site at Resources > **Fast Favorites-Choosing Your Housing.** *Selection dates are listed on the next page.*

## ONLINE HOUSING SELECTION TIMELINE

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Room selection times are based on class year. If your class year is listed incorrectly, please contact Academic Records to have your class year corrected and then notify the Student Life Office. **If your intended roommate has a higher class rank, he/she may choose you as a roommate and you will need to “confirm” that reservation online (watch your Thiel email for notifications).**

### **Login Times by Earned Credits**

(CREDITS EARNED THROUGH DEC. 2018)

<b>Current Seniors/“Super Seniors” (88+)</b>	<b>April 4 - 5</b>
<b>Current Juniors (58-87 credits)</b>	<b>April 9 - 10</b>
<b>Current Sophomores (26-57 credits)</b>	<b>April 11 - 12</b>
<b>Current Freshman and all others (25 or less)</b>	<b>April 16 - 17</b>

## CAN WE BLOCK A FLOOR OR WING?

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Groups desiring to live together in a designated area (Greeks, clubs, learning communities and/or organizations, etc.) may apply for **THEME HOUSING**. Applications and specific information is available in the Office of Student Life beginning in February. Placement rosters must be submitted by **March 15, 2019**.

**Residence Life staff will provide instructions for theme housing applications at student meetings in February. ALL theme house groups must turn in their placement rosters by March 15, 2019. Students planning to live in theme housing do NOT select housing BUT MUST COMPLETE THE HOUSING APPLICATION (Step 1) online to qualify for theme housing.**

## WHAT ARE MY HOUSING OPTIONS?

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Thiel College offers three housing options for students—theme housing (through a special application in advance and includes Greeks, clubs, learning communities and organizations), apartments or townhouses, and residence halls. All residence halls are co-ed; single sex by floor or wing. Apartments and townhouses are co-ed by building but not by unit. You can find full descriptions of these options by going to <https://thiel.erezlife.com/resources/>.

**Freshman:** Florence West, Sawhill, and Hodge Hall are available to new students only.

**Upperclassmen:** Apartments and townhouses, theme houses, Bane Hall, and Stewart Hall are available for Fall 2019 to upper class students.

**Note: You must fill the minimum number of assigned beds in an apartment or townhouse or you risk losing the space. Be sure roommate groups are set up and approved online ahead of time to assure premium selections are secured.**

Students seeking apartments, townhouses or private rooms who do not manage to obtain the space they want during online selection should email the Housing Coordinator ([dmazur@thiel.edu](mailto:dmazur@thiel.edu)) and ask to be added to the waiting list for that space. As spaces become available, those on the waiting list will be notified by the Student Life Office and have the opportunity to accept the space.

## PRIVATE ROOMS

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\*Private room availability is limited. Those with a medical need for a private room have first priority. All medical housing accommodation requests must be made through the Disability Resource Center ([https://www.thiel.edu/campus\\_life/campus-resources/disability-services](https://www.thiel.edu/campus_life/campus-resources/disability-services), Clarissa Arbuckle - 724-589-2063).

Students seeking a private room without medical documentation must contact the Housing Coordinator via email ([dmazur@thiel.edu](mailto:dmazur@thiel.edu)) and ask to be added to the Private Room Waiting List. Private rooms will not be awarded until after the following criteria are met:

1. Space availability has been determined after incoming students have been housed. This will occur at the end of July or beginning of August
2. The student must request a private room by emailing the Housing Coordinator ([dmazur@thiel.edu](mailto:dmazur@thiel.edu)).
3. Student must be approved for premium housing by the Student Accounts Office.

All other students will be paired with a roommate.

## ROOM CHANGES

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If a student's roommate does not move in for the semester or leaves within the first few weeks, the student will be matched with another roommate. If the student would prefer to choose their own roommate or keep their room as private, they must indicate their preference to the Housing Coordinator. Private room requests will remain subject to the criteria listed above. Students enjoying the privilege of a private room must pay the private room charge.

A room change request period will be held at the beginning of each semester. Room changes require prior approval from the Housing Coordinator. Unauthorized room changes will result in a fine of \$25.00 per day. If you have any questions regarding the above, contact the Office of Student Life or consult your Student Handbook for room change guidelines and fees.

\*\*\*THIEL COLLEGE RESERVES THE RIGHT TO ASSIGN ROOMS AND ROOMMATES AND EXPECTS ALL STUDENTS TO RESPECT ITS PROPERTY AND FURNISHINGS. IF YOU DO NOT CHOOSE A ROOMMATE AND DO NOT WISH TO PAY FOR A PRIVATE ROOM, THE OFFICE OF STUDENT LIFE WILL ASSIST YOU IN FINDING A ROOMMATE.

## SUMMER HOUSING

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Summer housing will be available on a first-come, first-serve, space available basis. Housing is **ONLY available to students registered for summer classes and/or working on campus** during summer months. Cost will be \$100 per week. If you are employed on campus for the summer (a minimum of 20 hours per week), housing cost will be \$50 per week. Cost WILL INCLUDE 5 lunches per week (M-F). Contact the Office of Student Life, HMSC, for housing assignment. **The deadline to sign up for Summer Housing is Wednesday, April 25, 2019!**

## ADDITIONAL INFORMATION

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Contact Diana Mazur at [dmazur@thiel.edu](mailto:dmazur@thiel.edu), or Bob Phillips at [rphillips@thiel.edu](mailto:rphillips@thiel.edu). Office hours are 8:00-5:00. You may also refer to your Student Handbook.

# HOUSING COST SUMMARY FOR 2019-2020

## RESIDENCE HALLS

# of Occupants	Cost Per Person Per Year	Cost Per Person Per Semester
2	\$6,520	\$3,260
1	\$8,750	\$4,375

## COLLEGE AVENUE APARTMENTS

Apartment Description	# of Occupants	Cost Per Person Per Year	
Efficiency/Studio	2	\$7,770	\$3,885
Efficiency/Studio	1	\$9,200	\$4,600
1-Bedroom	2	\$8,290	\$4,145
1-Bedroom	1	\$9,968	\$4,984
2-Bedroom	4	\$8,290	\$4,145
2-Bedroom	3	\$8,880	\$4,440
2-Bedroom	2	\$10,460	\$5,230

## DAVIS SQUARE APARTMENTS

Apartment Description	# of Occupants	Cost Per Person Per Year	
1-Bedroom	2	\$8,290	\$4,145
1-Bedroom	1	\$9,968	\$4,984
2-Bedroom	3	\$8,290	\$4,145
2-Bedroom	2	\$9,968	\$4,984

## TOWNHOUSES

# of Occupants	Cost Per Person Per Year	Cost Per Person Per Semester
5	\$8,880	\$4,440
4	\$9,968	\$4,984
3	\$13,270	\$6,635

**Theme Houses: Cost is based on TOTAL OCCUPANCY of house and is divided into three levels. Specific house occupancies are listed below. Cost is PER STUDENT.**

House	Level One Occupancy \$6,860 per year (\$3,300 per semester)	Level Two Occupancy \$8,290 per year (\$3,985 per semester)	Level Three Occupancy \$10,460 per year (\$5,030 per semester)
Bane Lower East	23-28 students	18-22 students	15-21 students
Bane Lower West	16-20 students	13-15 students	10-12 students
House 42	13-15 students	11-12 students	9-10 students
House 58	16 students	13-15 students	10-12 students
House 60	7 students	6 students	5 students
House 62	7 students	6 students	5 students
House 66	7-8 students	6 students	5 students
House 121	6 students	5 students	4 students