August 7, 2024

 Dear ,

We are writing to inform you that a Room Type Waitlist will soon be available. If you were unable to be placed in your preferred room type, you have the opportunity to join a Room Type Waitlist.

The Room Type Waitlist will open tomorrow: **THURSDAY, AUGUST 8th at 10 AM PST**.

How to join a Room Type Waitlist:

1. Log-into the Housing Portal and Select "Housing Application".

2. Select the "2024-20245 Academic Year Application".

3. Complete the Housing Application up to the page titled "Move in Appointment or Room Type Waitlist".

4. Follow directions on the page, to proceed to Waitlist Search.

5. You can add yourself to **one** Room Type waitlist. So choose carefully.

6. Add a comment if you find it necessary (e.g., specific building preference or reason for making request).

7. You can check your waitlist status at any time by navigating to the "Waitlist Status" page.

IMPORTANT:

- Joining a waitlist does NOT guarantee placement in desired room type. Placements are based on vacancies and cancellations.

- There is NO guarantee roommate pairs will be moved together even if both are on same waitlist(s). Therefore, you understand by being on the room type waitlist, roommate pairs could be split up.

- By joining a waitlist, you consent to be removed from your current room into the room type of your choosing (if available). Once the move is approved, it cannot be undone.

- The room type waitlist will close on **WEDNESDAY, AUGUST 14TH at 5 PM.** You will still remain in your current room assignment. Housing office will reach out to you should an change be available.

- This room type waitlist will dissolve at a point in which the Housing Office feels no more movements are available.

Please let us know if you have any questions.

Sincerely,

Housing and Residential Life

This is an automated message, if you have questions email or call the housing office at 562.985.4187