

HOW TO SELECT YOUR ROOM AND MEAL PLAN

Note: Online hall, room, and meal plan selection is only available to new students that applied for housing by May 1, 2023 and registered for orientation by May 15, 2023.

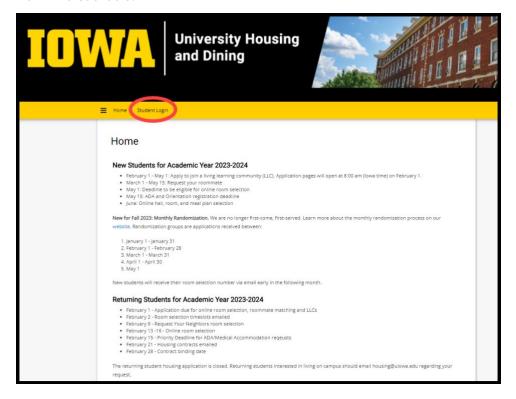
Before you start:

- Double-check your room selection time slot (sent to you via email and will display on your Housing Portal Home Page).
- Make a list of your 10 options (building and room type) so you can easily navigate the options available when you log in.
- Log in using one computer only; Google Chrome and Mozilla Firefox are preferred browsers. We do not recommend completing room selection on a mobile device.

Complete the following steps for online hall, room, and meal plan selection.

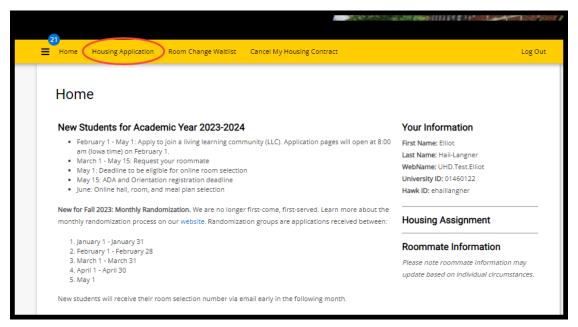
Log in

Visit the Housing Portal via MyUI or at this link: https://www.liveon.uiowa.edu/StarRezPortalX/. Log in using your HawkID credentials.

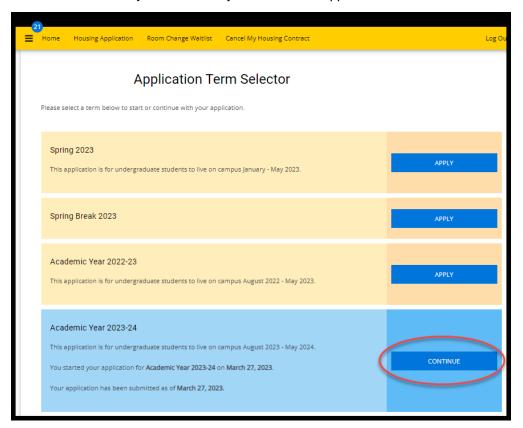




Navigate to your application.

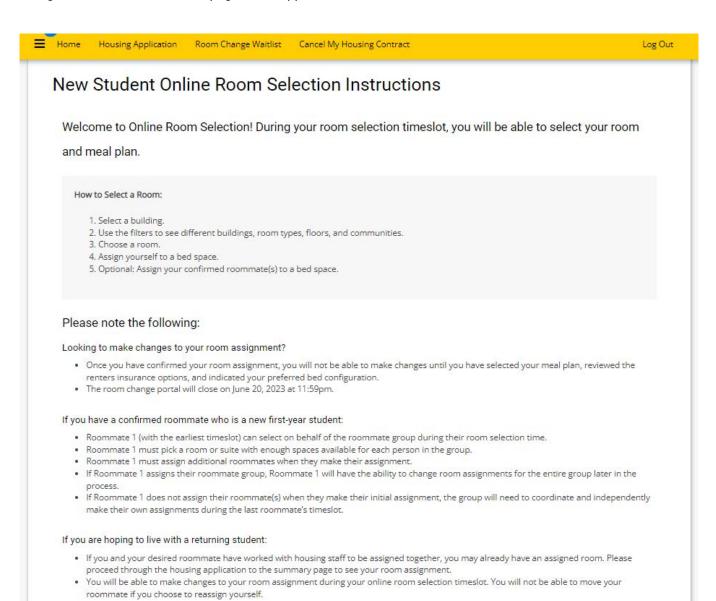


Select to continue to your academic year 2023-2024 application.





Navigate to the Room Selection page of the application. Review the instructions.





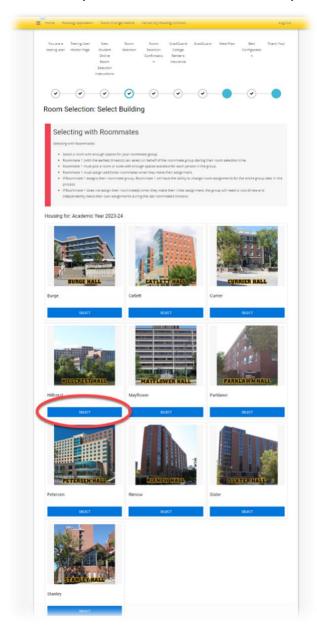


Room selection: select building

On this page, you can select a residence hall to look at available spaces.

NOTE: If there is no space available in a residence hall or you are not eligible to live there, you will not see it appear on this page (e.g. Honors Housing or LLC Communities). You are not committing to the building you select on this page and have the option to change your building preference on the next step. Please keep in mind, the housing portal is live, and the availability may change at any time.

To continue, you will need to click 'Select' under your preferred building.

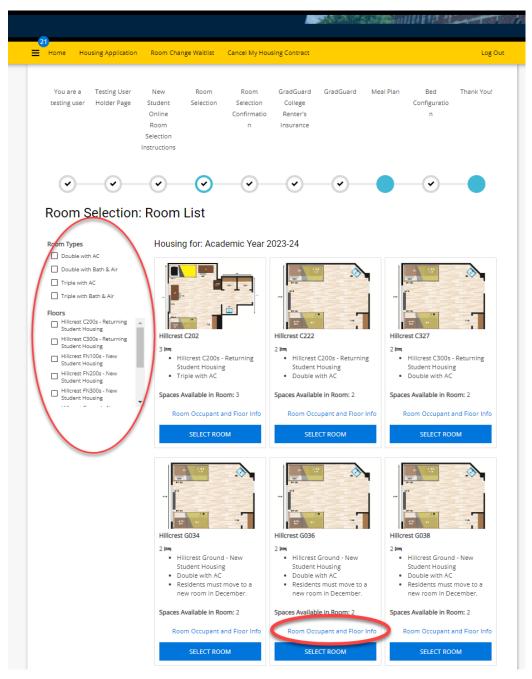






Room selection: room list

The next page will show the Room Selection: Room List for the building you selected on the previous page. On the left, you have the option to filter rooms by Room Types, Locations, and Floors. The building you selected on the last step will be automatically filtered under the locations. If no rooms are shown, you will need to expand your search by adjusting the filters. To view more room information, along with current occupants, you can click on 'Room Occupant and Floor Info'.





Room information

If you click on 'Room Occupant and Floor Info', you will be directed to this page. On this page, you will be able to view the layout of the room along with the room type, community, room rate, current occupants, and a building floor plan. Please note the following:

- Not all rooms are the same size and layout. This image is to represent an example room and possible room layout. The exact room dimensions and layout may vary from this image.
- We do not offer tours for your specific room before you move in, and we cannot provide an exact layout or picture of your room.

You have the option to see the profile of each student already assigned to a room or message them. A student's profile contains information provided in the personal profile and lifestyle questionnaire in the application.

To go back at any point, you will need to click 'Go Back' at the bottom of the page.







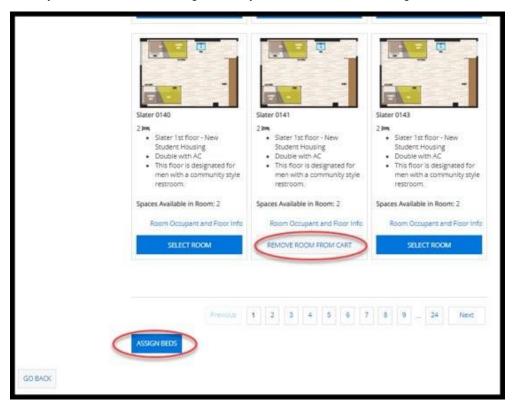
Selecting a room

To add a room to your cart, you will need to click 'Select Room' on your preferred room.

Once you have selected a room, you will have 10 minutes to confirm your room selection, or your cart will expire and reset your room selection. You can only have 2 rooms in your cart at the same time.

If you would like to add confirmed roommates to both sides of a suite in Mayflower, you will need to add room A and room B to your cart.

When you are finished selecting a room, you will need to click 'Assign Beds' at the bottom.





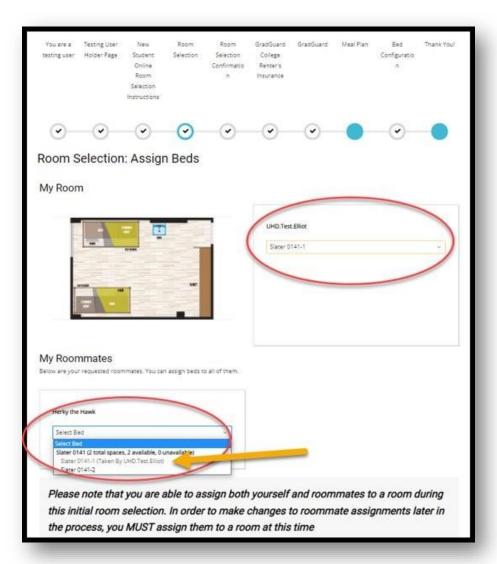


Assign beds

On this page, you will be able to assign yourself to a bed in the room. If you have a confirmed roommate, you need to assign them to a bed as well. If you do not assign your confirmed roommate during this step, you will not be able to at a later point in the portal. To select both sides of a suite, you will need to add the A and B side of the suite.

After you have confirmed your room selection, you will have the option to move yourself and your roommate to a new space. Your roommate will also have the option to change rooms individually when their timeslot opens. When you have selected a bed for yourself and your roommate, you will need to click 'Assign Beds'.

If you click 'Go Back', your cart will be reset, and you will have to reselect your preferred room(s).

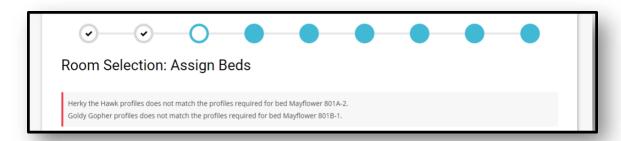




Room selection errors

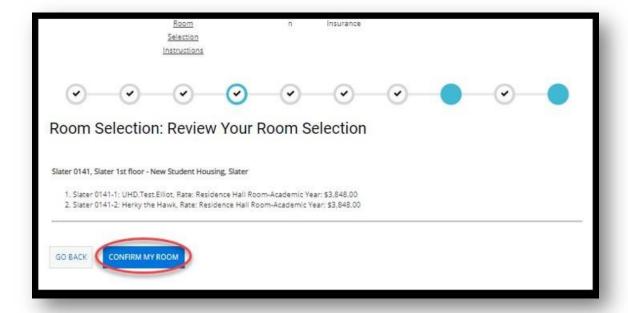
If you receive any errors such as the one below, do not worry! Instead, contact our office as soon as possible, and we can help you.

We can be reached Monday – Friday, 8 a.m. – 4:30 p.m, via telephone at 319-335-3000, or via email at housing@uiowa.edu.



Review your room selection

Here you can review your room selection and room rates. Please keep in mind that your room is not officially booked until you click Confirm My Room'. If you click 'Go Back', your room selection will be reset.

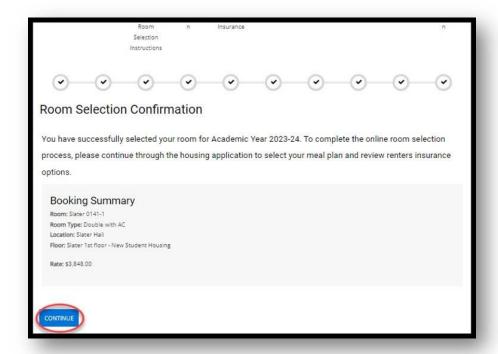




Room selection confirmation

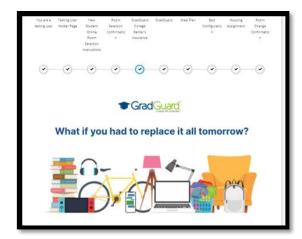
Once you have reached this page, you have successfully selected you room!

You will need to continue through the application to opt in or out of renter's insurance, select a meal plan, and choose a bed configuration. To do this, click the 'Continue' button at the bottom of your screen.



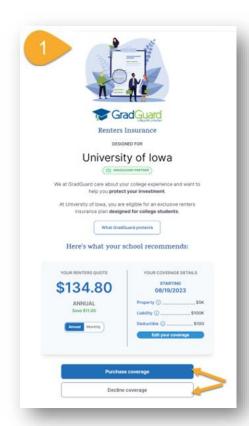
GradGuard/renter's insurance

Renter's insurance is highly encouraged for all residents. There is no obligation to purchase – verify your family coverage, first. GradGuard is the official partner of University Housing and Dining (UHD). You may enroll with GradGuard any time.

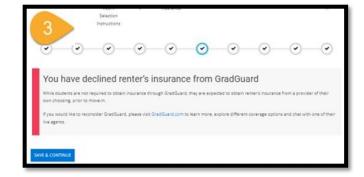




GradGuard, continued









Select a meal plan

If you do not choose a meal plan, you will be assigned the Gold plan. You may change your meal plan in the housing application until July 7, 2023. Changes will also be available the first two weeks of each semester.







Bed configurations

Once you have selected a room and meal plan, you can select your loft configuration.

There are five options available: Single, Captain, High Captain, High Loft, Bunkbeds (both roommates must select this is option to confirm).

If you will be living in a triple or quad room, you will not select a bed configuration. The beds will be pre-set for you. High loft configurations are not available in Mayflower Hall. Loft configurations due online by July 7, 2023. Late requests cannot be accommodated. UHD staff will prepare your bed configuration prior to August move in.







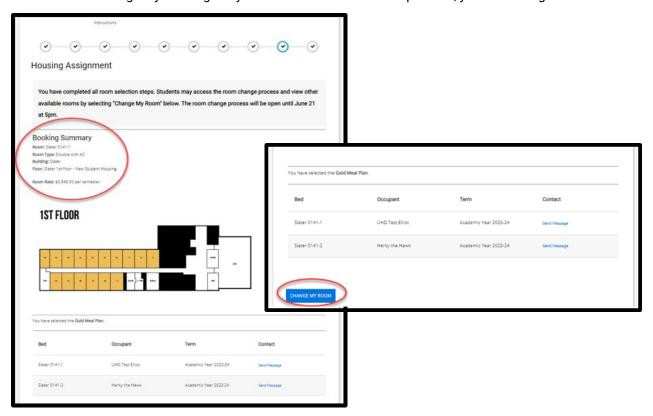
Housing assignment summary

Once you have reached this page, you have completed everything for online room selection! You can review your current room assignment, room billing rate, meal plan, and current roommate. Please keep in mind that another student may have the option to add themselves to any vacant space in your room.

You will soon be receiving your housing contract to your uiowa email which will include your contract's legal binding date. You can cancel your contract anytime before the binding date through the housing portal or by emailing our office at housing@uiowa.edu.

If you do not cancel before your contract binding date, you will be responsible for your contract per our housing contract cancellation policies. You have the option to change your room by selecting 'Change My Room' at the bottom of the housing assignment summary page.

Roommates: as long as you assigned your roommate earlier in the process, you can change their room.



Congratulations, you've made it to the end! If you are finished, please log out to allow other students the opportunity to select their room.