

2018-2019 HOUSING APPLICATION INFORMATION

CONTINUING STUDENTS

If you are NOT a newly admitted freshman, graduate or transfer student, you are considered a CONTINUING student. The procedures and deadlines outlined below are for continuing students. Students must be in good financial or judicial standing to be eligible to apply.

HOW TO APPLY

Step 1: Log into MyLaVerne. Log into “MyLaVerne” and click on “Student Services and Financial Aid” to access the Housing Application. If you are not sure how to access “MyLaVerne,” contact the Registrar’s Office at reg@laverne.edu or visit <http://sites.laverne.edu/registrar/student-information/mylaverne-information/student-information-system/how-to-log-into-mylaverne> for step-by-step directions.

Step 2: Complete Application. The application consists of THREE (3) main steps:

1. Select the application period; complete background information; indicate building/room type preferences; and electronically sign the Housing License Agreement (also known as the contract), select meal plan, and answer lifestyle/roommate questionnaires.
2. Pay the \$200 **non-refundable** application/activity fee.
(Application considered “complete” once payment is submitted)
3. Browse for potential roommate and sign up for the optional renters insurance.

Step 3: Room Selection. Students completing the steps outlined above by Friday, March 16, 2018 (priority date) will be eligible to participate in “Room Selection” week. **Please note – Applying by priority date does not guarantee a room, as room selection is based on space availability. To ensure a space, students should apply as early as possible.**

- **Room Selection Weeks:** March 26th - March 29th
****Room Selection Order is determined based on 1) Date/Time of Application, 2) Distance, and 3) Class Level.*

Applications and fees received **AFTER** Friday, March 16, 2018 priority date will be offered assignment based on availability, distance, and date of when application completed. **The student will be notified by email once he/she has been assigned a housing space. Student can also log on to the housing application to review the assignment.**

HOUSING APPLICATION 2018-2019 TIMELINE FOR CONTINUING STUDENT	
FEBRUARY 1	Online application period for continuing students opens
MARCH 16	Priority Date
MARCH 21	“Room Selection Time” notification sent to students
MARCH 26 – 29	Room Selection week for continuing residents who completed application by March 10
JUNE 26	Deadline to enroll in classes and fulfill financial arrangement with Student Accounts Office
AUG. 25	Continuing Student Move-In
AUG. 25	Last day to cancel confirmed License Agreement to receive 100% refund