

## **RESIDENCE LIFE FREQUENTLY ASKED QUESTIONS**

### **How do I sign-up for housing for the academic year?**

Housing sign-ups is a 2-step process through WebAdvisor. Please follow these links for instructions on the [2014-15 Returning Student Housing Application](#) and [2014-15 Room Selection](#).

### **When will I be notified of my room selection time?**

Team leaders will be emailed the login date and time for their group during the second week of April. Only team leaders will be able to login to the room selection process on the assigned date and time.

### **How do I sign up for summer housing?**

To sign up for summer housing please fill out the [summer housing form](#). Specific building logistics have not been worked out at this time; therefore you will not be able to choose a specific apartment. If you do not have a roommate you will be placed with another student.

Summer housing will be available in the Lord Residential Center. All apartments are furnished with a full kitchen. A meal plan is not available in the summer. There will be two options for summer housing in the Lord Center apartments. Option 1 is the normal setup of 2 people per apartment at \$30 per day per student. Option 2 is a 4-person per apartment at \$15 per day per student.

### **I'm a first-year and want to live off campus my second year.**

Southwestern has a 2-year housing requirement. Should we decide to allow exemptions we will email all first-years with instructions on applying to be exempt from the 2-year requirement. You should plan to complete the housing process until you have been notified otherwise.

### **What if I'm living off campus or in a fraternity house?**

You are still required to complete the Returning Student Housing Application. On the first page you will check the box that states you do not intend to live on campus.

### **What if my roommate/suitemate is an RA, do I need to go through the housing process?**

No, you do not need to complete any steps of the housing process, RAs will list their roommate/suitemate preferences when they are hired.

### **I'm studying abroad in the Fall, how do I sign up for housing for the Spring semester?**

You do not need to complete the online housing process at this time. All Fall study abroad students will be emailed instructions in October for signing up for Spring housing.

### **Are pets allowed on campus?**

Pets are not allowed on campus, the University maintains a strict no pet policy in apartments and residence halls.

### **I need a medical accommodation for housing or meal plan, what is the process?**

All housing and meal plan accommodation requests are required to go through Maria Pena in the Center for Academic Success. Once a determination has been made, Maria will contact the Residence Life Office to coordinate any approved accommodations. Accommodations need to be requested before room selections take place in April. Please visit [their webpage for more information](#).

**I completed the housing accommodations process last year, do I need to do it every year?**

If you have previously completed the housing accommodations process through Academic Success you do not need to go through the formal process again. Please contact Residence Life before room selection takes place to sign-up for housing. Accommodations can not be guaranteed once the online room selection process has been conducted.

**Am I required to carry a meal plan?**

All students living in residence halls, including HB/MS and McCombs, will be automatically assigned a 12 meal plan. A minimum 9-meal plan will be required in the residence halls and the McCombs Residential Center. If you wish to change this meal plan you will need to do so through Web Advisor. To change the meal plan for the entire year you will need to complete the process twice, once for fall 2014 and again for spring 2015.

If you live in a fraternity house, DLC, LC or off campus you will not be automatically assigned a meal plan. You are responsible for adding a meal plan for one or both semesters.

**How do I change my meal plan?**

If you wish to change your meal plan, you will need to do so through Web Advisor. **To change the meal plan for the entire year you will need to complete the process twice**, once for fall 2014 and again for spring 2015.

**If I live off campus, am I automatically assigned a meal plan?**

No, if you do not live in housing that requires a meal plan you will not be automatically assigned a meal plan. You are responsible for adding a meal plan for one or both semesters (this has to be done separately for each semester). Meal plans do not automatically carry over from one semester to the next.

**If I live in a fraternity house, am I automatically assigned a meal plan?**

No, meal plans are not required in the fraternity houses. You are responsible for adding a meal plan for one or both semesters (this has to be done separately for each semester). Meal plans do not automatically carry over from one semester to the next.

**I live in Lord Center or Dorothy Lord Center, am I automatically assigned a meal plan?**

No, meal plans are not required in Lord Center or Dorothy Lord Center. You are responsible for adding a meal plan for one or both semesters (this has to be done separately for each semester). Meal plans do not automatically carry over from one semester to the next.

**I added a meal plan but want to cancel it, what do I do?**

Only those students not required to carry a meal plan are allowed to cancel. The deadline to cancel is always the Friday before the first day of classes. To cancel a meal plan you will need to email [reslife@southwestern.edu](mailto:reslife@southwestern.edu) before the deadline.