Most incoming freshmen will self-select their housing (building and room). Special populations, such as some LLCs and some athletic teams will not participate in self-selection and will be manually assigned to their housing. If you receive a self-selection time, you need to select your own housing.

**Step 1:** Before you select, you should group (if you choose to)

This is the same as roommate pairing. You can log into your housing application at any time prior to selecting housing to form a group/find roommates. Groups can be anywhere from 2 to 5 people. Only one member of the group can create a group (if others already created a group, they must delete it before they can join). You can join a group/find roommates 3 ways:

**Roommate Search by Details**

Use this method if you know the person(s) you want to room with. Enter their G# (with the G) to search for them. Check the “exclude results that cannot be added or joined” box to eliminate results that you cannot group with.

Once you search for your roommate, your results will show like this. You will be able to see the percentage you match based on your answers to the preference questions on the application.

Click **SEND ROOMMATE REQUEST**
Roommate Search by Profiles

Use this method if you would like to find roommates with specific preferences (i.e. regarding smoking, cleanliness of room, what time you plan on waking up, etc).

Click **SEARCH** at the bottom to find matching profiles

Roommate Search by Suggest Roommates

Use this method if you want to see possible roommates in order of their percentage match (highest to lowest) to you based on their preference questions.

Click **SEND ROOMMATE REQUEST** if you want to request that person as a roommate

Click **SEND MESSAGE** if you want to start a conversation with that person to see if they would be a good match for you

Click **JOIN GROUP** (if they have a group) to join

Click **VIEW PROFILE** to see their full profile

**Important note:**

- Each group will have a designated group leader. This is the person who will select housing for your group. The group leader (only the group leader) can log into the housing portal and change the group leader at any time before they select housing. We suggest you choose the person with the earliest selection time.

**Step 2: Select your Room**

At your designated selection date and time, log into the housing portal to select your housing. Only the group leader can select housing for the group. Individuals can select for themselves. If you are in a group and you log in and select a space (and you are not the group leader), you will not be able to pull in the rest of your group and your group leader will not be able to pull you in when they select.
1. Click Apply/Select Here
2. Select the building and room

You will see an icon for each available room (in alphabetical and room order). The number next to the bed icon shows how many beds are available in the room. Click show room info to see more details about the room.

You can click on as few or as many room types and locations (on the left) as you are interested in.

**Room types** - traditional double, traditional triple, suite double, etc  
**Locations** - Adams, Amherst, Dominion, Taylor, Tidewater, etc

Click **ADD TO CART**

*You will only see results freshmen are eligible to live in*

If you are not eligible to live in that style or building or if an option you select does not have any openings, you receive a message that says, *“We couldn’t find any rooms. Please adjust the filters to expand your search.”*

Click **SAVE & CONTINUE**

**Step 3: Assign Beds**

You will need to assign each member of your group to a bed in the room/suite using the dropdown menu.

If it is a room, the bed does not matter (you do not have an assigned bed within the room itself once you move in).

If it is a suite, you will determine who is in each bedroom.

Click **ASSIGN BEDS** once each member is in a bed
Step 4: Confirm

This is the last opportunity to change your assignment. If you want to make a change, click **GO BACK**.

If you want to confirm your selection, click **SAVE & CONTINUE**

**Important note:** the rate shown is for all residents of the group for the full academic year (both fall and spring semesters)

Step 5: Select Your Meal Plan

Freshmen are eligible for any independence meal plan

Important notes: If you are in a group and your group leader selects your housing, you will be sent an email with instructions to log into the housing portal and select your meal plan.

Step 6: Booking Summary

This page shows your room information and all assigned occupants of the room. Vacant spaces will continue to fill.

You can message your roommates through this page.

Step 7: Confirmation Email

Once your selection is final, you will receive a confirmation email to your Mason email account. This could take up to 48 hours to arrive.

All group members will receive an email.

YOU ARE FINISHED!
Dear STUDENT,

Congratulations! We received your housing application and have reserved a time for you to select your housing assignment for the 2019-2020 academic year. Please read this entire e-mail for information on selecting your on-campus housing assignment.

Your selection window:

- **Selection Time:** 7/17/2019 9:30 AM
- **Roommate Group (if applicable):** PATRIOTS2023
  
  A detailed screenshot guide is also attached to this email

Below are the options available to you if you choose to form or join a group.

1. **Create a group:** This will allow you to create a group by searching for specific friends to add.
2. **The Group leader** will be the student who creates the group. The group leader can be changed in the housing portal.
3. **Only the group leader can select a space for the group.**
4. **Join Group:** Allows you to join a group that has already been created. You will be able to enter a password created by your group leader to join their group. (Ex. Your friend has created a group and given you the information to join their group.)
5. **Search for Roommate Group:** Allows you to join a group that has already been created and the group members are looking to add people to their group.
6. **Search for Roommates by Details:** Allows you to search for roommates based on personal details such as ID number.
7. **Search for Roommates by Profiles:** Allows you to search for roommates based on roommate profiles such as sleep preference, study time, cleanliness, or other items.
8. **Suggest Roommates:** Allows the system to suggest some roommates based on your roommate profiles.

*Group members must confirm that they join the group when the invitation is sent.*

2) **Login to the StarRez Housing Portal during your selection day/time.** Students will be allotted a specific time to enter the housing portal. It is during this time that they are able to login and select housing. You will have a 4 hour window to select from the time your selection begins. If you timeout of the process during your selection time, you will need to log back into the Housing Portal to continue the process. If you do not select a space, you will be assigned to a space at the end of the self-selection process.

3) **Access the selection process.** Click the “Apply/Select” link in the green bar at the top of the housing portal screen.

4) **Search/select your bed option.** You can search by location and bed type. Make sure you do not add too many filters (this could result in not seeing any spaces). If a specific space you are searching for does not appear, you may need to reduce or increase your group size or consider a different space. Make sure the space you chose has enough available beds for your group size.

5) **Choose/assign bed spaces.** Once you have selected your room, the next screen will encourage you to select a bed space. If you are in a group, you will need to assign a bed space to your group members. Before confirming, you will need to make sure you have selected the correct bed space for yourself and your roommates. After this step in the process, you should receive a confirmation e-mail.
6) **Select a meal plan.** Group members will have the option of selecting their own meal plan when they are prompted to submit their deposit.

7) **Check for your confirmation e-mail.** Once the process has been completed you will receive a confirmation e-mail.

If you have any questions or run into any issues, please e-mail housing@gmu.edu.

Sincerely,
Housing and Residence Life

**NOT SELECTING- no deposit** (70 students received this)

At this time we are unable to offer you an opportunity to participate in freshmen selection because you did not pay your $300 housing deposit by July 10, 2019. This deposit would have been a part of the Admissions next steps process and is most commonly paid along with your $250 enrollment deposit. If you pay your $300 housing deposit after July 10th, you will be assigned housing based on availability. Roommate/group requests cannot be guaranteed. If you believe you received this email in error, please email housing@gmu.edu.

Thank you,
Housing & Residence Life

**TROUBLESHOOTING**

**I can't select during my 4 hour window**
If you are in a group, reassign group leader to another person in the group. If you are selecting as an individual, email housing@gmu.edu with your name, G# and reason why you cannot select and if it is determined that your reason is valid, they will move your selection time to a later date. We will not move it earlier.

**I missed my selection time**
You will be assigned housing after July 22nd. Roommates/groups and room preferences cannot be guaranteed.

**I can’t see any rooms/ nothing is available**
Go back and unclick filters on locations and room types on the left side of the screen (step 2). Either you clicked too many filters or you clicked filters that do not match (all of Madison is traditional so you can’t choose Madison and suite double).

**I can’t find my friend to group with them**
*Is their application complete?* Only students with a completed application and deposit can group. *Did they create a group?* Only 1 of you can create a group and then the other person joins it. They will need to delete the group before you can find them. *Do your profiles match?* Only students profiled for gender inclusive housing can group with students that have a gender that is different than theirs. Everyone in the group must be an incoming freshman. Students in a LLC can only group with other students in the same LLC. You cannot group with students already assigned housing.

**Someone was in the room I was trying to select for my group**
You can see how many beds are available (the number next to the bed icon) before clicking on a room. Once you click add to cart, you hold that entire room and no one else can select it. If someone is in there, it means they selected it before you did. Do not select, click go back. If you already completed the selection process without pulling in the rest of your group, they will need to select housing during their window.
I couldn’t pull my group into the room

Were you the assigned group leader? Only group leaders can assign students other than themselves to a bed. If you selected and you were not the group leader, you have chosen NOT to be in the group. The group leader will need to select housing for the remaining members of the group, but you will not be able to be pulled in since you already have housing. Was the group verified? If everyone did not accept their invitation into the group, the group is not verified. You can see if you are a member of a group on your selection time email (if it was verified by that time). Did the room have enough available beds for your group? If only 1 bed is available in the room, you cannot assign anyone to the room besides yourself.

I cannot find any rooms/suites to fit my group size

Here is what we have at the start of selection, but as selection goes on, we cannot guarantee what will be selected and what will be available.

<table>
<thead>
<tr>
<th>Building</th>
<th>Group Sizes</th>
<th>Room Styles</th>
<th>Building Style</th>
<th>Special Population</th>
<th>Rate Range (per semester)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amherst</td>
<td>1-2</td>
<td>double and single</td>
<td>traditional</td>
<td>Honors- 3rd fl</td>
<td>$3553-$4585</td>
</tr>
<tr>
<td>Brunswick</td>
<td>1-2</td>
<td>double and single</td>
<td>traditional</td>
<td>Honors- all</td>
<td>$3553-$4585</td>
</tr>
<tr>
<td>Carroll</td>
<td>1-2</td>
<td>double and single</td>
<td>traditional</td>
<td>Honors- all</td>
<td>$3553-$4585</td>
</tr>
<tr>
<td>Dickenson</td>
<td>1-2</td>
<td>double and single</td>
<td>traditional</td>
<td>Honors- all</td>
<td>$3553-$4585</td>
</tr>
<tr>
<td>Essex</td>
<td>1-2</td>
<td>double and single</td>
<td>traditional</td>
<td>Honors- all</td>
<td>$3553-$4585</td>
</tr>
<tr>
<td>Franklin</td>
<td>1-2</td>
<td>double and single</td>
<td>traditional</td>
<td>Business- 1st fl, Accounting- 2nd fl</td>
<td>$3553-$4585</td>
</tr>
<tr>
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<td>double and single</td>
<td>traditional</td>
<td></td>
<td>$3553-$4585</td>
</tr>
<tr>
<td>Commonwealth</td>
<td>1-4</td>
<td>double and single</td>
<td>suite</td>
<td>LGBTQ+- 2nd fl</td>
<td>$3793-$4853</td>
</tr>
<tr>
<td>Dominion</td>
<td>1-5</td>
<td>expanded triple, double and single</td>
<td>suite</td>
<td></td>
<td>$3265-$4853</td>
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<tr>
<td>Tidewater</td>
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<td>Expanded triple, triple, double and single</td>
<td>suite</td>
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<td>$3345-$4853</td>
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<tr>
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<td>traditional</td>
<td></td>
<td>$2898-$3553</td>
</tr>
<tr>
<td>Harrison</td>
<td>1-4</td>
<td>triple, quad, double and single</td>
<td>traditional</td>
<td></td>
<td>$2898-$4585</td>
</tr>
<tr>
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<td>1-3</td>
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<td>traditional</td>
<td></td>
<td>$2898-$3553</td>
</tr>
<tr>
<td>Jefferson</td>
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<td>triple, quad, double and single</td>
<td>traditional</td>
<td></td>
<td>$2898-$4585</td>
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<tr>
<td>Kennedy</td>
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<td>traditional</td>
<td></td>
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</tr>
<tr>
<td>Lincoln</td>
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<td>traditional</td>
<td></td>
<td>$2898-$3553</td>
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<tr>
<td>Madison</td>
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<td>traditional</td>
<td></td>
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<td>Monroe</td>
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<td>Pre-Nursing- 2nd fl, Global Patriots- 3rd fl</td>
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<td>Roosevelt</td>
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<td>traditional</td>
<td></td>
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<tr>
<td>Taylor</td>
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<td>traditional</td>
<td>Arts- 1st fl, VSE- 2nd fl</td>
<td>$2825-$4585</td>
</tr>
<tr>
<td>Washington</td>
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<td>triple, quad, double and single</td>
<td>traditional</td>
<td></td>
<td>$2898-$4585</td>
</tr>
<tr>
<td>Wilson</td>
<td>1-4</td>
<td>triple, quad, double and single</td>
<td>traditional</td>
<td></td>
<td>$2898-$4585</td>
</tr>
</tbody>
</table>

*an expanded triple is a room that was once a double, but has the square footage to be converted to a triple

I selected the wrong meal plan

You can submit a meal plan change form from dining.gmu.edu.

The building/room type I wanted wasn’t available during my selection

What you see is what we have available. The room change process opens on September 9th

I didn’t pay my deposit, but my roommate did. Can they pull me in?

No. If you pay your deposit after July 10th, we will assign you to a space after July 22nd based on availability.

My booking summary/confirmation says move in is August 24th, but freshman move in is August 21st

Your booking summary says the term date starts August 24th. Your move in is still August 21st.