 **Room Selection Quick Guide**

When selecting rooms, it's a good idea to plan ahead. You should find and accept any roommates online before starting room selection. It's also helpful to decide on your top choices for room and designate who will be selecting the room. One person can select a room for all roommates and suitemates (when applicable). Singles are not selected through roommate selection and will be offered on a first-come, first-served basis.

Step 1: Select the Building

You will be presented with a list of all buildings available to you. Be aware that some buildings may not have any rooms available as they are being held for later designation. Click on the building image or name to continue.

Fresno | Valley Terraces

Room Types: Singles (limited), Doubles - 2 & 3 bedroom suites
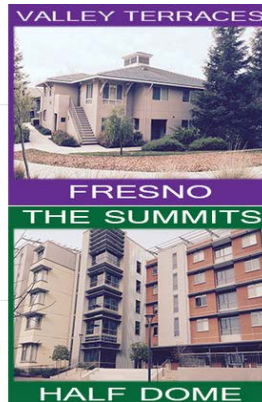
Half Dome | The Summits

Room Configuration: Groups of rooms sharing a common restroom
Room Types: Singles (limited), Triples, Quads **Housing Options:** Extended Stay Program

Step 2: Select a Suite or Area

In Sierra and Valley Terraces, rooms are grouped together in complete suites. In The Summits, rooms are groups by "areas" which are rooms connected to a specific bathroom. The table will indicate how many beds in of each type of room is available for that suite/area. Select the suite or area to continue.

| Floor	Single - Beds	Double - Beds	Triple - Beds	Quad - Beds	Other
Suite 160 (3 bed)	0	2	0	0	0
Suite 163 (2 bed)	0	4	0	0	0
Suite 164 (3 bed)	0	6	0	0	0

Suite Example - Note in Valley Terraces the numbers of bedrooms is indicated

Floor	Single - Beds	Double - Beds	Triple - Beds	Quad - Beds	Other
Rooms 411-416	0	0	6	4	0
Rooms 430-436	0	0	12	4	0
Rooms 460-466	0	0	12	4	0

Area Example

Step 3: Select Room(s)

Next you will select the rooms in the suite to place your group. Note that you may select more than one bedroom in a suite as shown below. The numbers on the room will indicate if the room is a 2 person room (double), 3 person room (triple), and so forth.
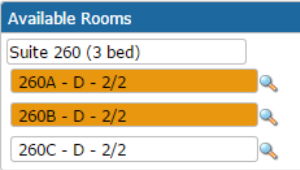
Step 4: Select and Assign Beds

Finally, you will select your specific bed and have the option of selecting beds for roommates and suitemates. If you don't select their beds, they will be automatically assigned but this assures everyone is placed in the correct room. *Keep in mind that if you place a roommate in a separate room than yourself this will override your roommate settings and you will not be placed together.* You will have 5 minutes to complete this step. Press Reserve Beds when ready to save your changes.

After selecting Reserve Beds you will be taken to a confirmation screen and given the option to cancel your room assignment. This will only cancel your assigned rooms but not your housing contract.

Other Notes

- You will need to cancel your room assignment in order to select a new room.
- Using the menu above the room options you can move throughout the search process:

    Building > **Suite/Area** > Rooms > Beds

- Your room assignment and roommates/suitemates will be visible from the Application Status page any time you return to the application.

Canceling a Room

Cancelling a room does **not** cancel your housing contract.
You will need to cancel a reserved room in order to select another.

- Return to your application and visit **Step 15: Rooms**.
  There will be a link to **Cancel Room**.
- Select that link then press **Cancel Reservation** at the bottom.