

# Room Selection 2023-2024

## IMPORTANT INFORMATION REGARDING SELECTING HOUSING FOR NEXT ACADEMIC YEAR

Students may select housing by participating in either **GROUP HOUSING, BROTTIER & ST. MARTIN LOTTERY** or **the GENERAL ROOM LOTTERY**.

To participate in Group Housing or the General Room Lottery, please review the information below.

Duquesne University partners with COCM staff for the management of Brottier Hall and St. Martin Hall. Please note, for 2023-2024 all Brottier Hall leases will be for 11 months (with extensions available for residents renewing for 2024-2025) and all St. Martin Hall leases will be 9 months. Students who would like more information regarding living in Brottier Hall and St. Martin Hall should contact the COCM staff at [duqaffiliatedhousing@cocm.com](mailto:duqaffiliatedhousing@cocm.com) or 412-396-1600. Additional information can be found at <https://duq.campuslabs.com/engage/organization/brottierhall> and <https://duq.campuslabs.com/engage/organization/stmartin>.



For further information please contact the Office of Residence Life at **412.396.6655** or visit us online at [duq.edu/residence-life](http://duq.edu/residence-life)

### Am I eligible to select a room?

To select a room, you must meet the following criteria:

- Must be a current student
- Must have a \$0 student account balance or be on a payment plan with the University.
- Must make a \$300 non-refundable deposit.

### How do I make a deposit?

Deposits must be paid online or at the Cashier's Office on the first floor of the Administration Building.

- Deposits are non-refundable
- Bring Cash or Check (made payable to Duquesne University)
- If paying online, you may make eCheck payments or credit card payments. Online deposits can be submitted by logging into DORI and clicking on "Access CASHNET". Then select "Make a Payment" and "Room Deposit".

Please make sure that you have submitted your \$300.00 as a room deposit and not as a payment to your account.

### The Duquesne University Campus Residency Policy

All freshmen and sophomores are required to live on campus in accordance with the Duquesne University Campus Residency Policy.

The Campus Residency Policy can be found online at <http://www.duq.edu/life-at-duquesne/residence-life/campus-residency>

A Campus Residency Waiver Request and Notarization Form must be completed to be considered for exemption and is also found at the website above.

## Group Housing Information

### What is Group Housing?

Group Housing is an opportunity for groups of students to choose their Towers community.

Students participating in Group Housing can select a group in the following sizes and will be placed in the Towers based on the availability of space.

- POD – 6 Residents
- DOUBLE POD – 12 Residents
- TRIPOD – 18 Residents
- WING – 24 or 25 Residents

Applications for Group Housing can be found on the Residence Life website at [www.duq.edu](http://www.duq.edu).

Group Housing applications must be submitted by February 13, 2023.

Questions regarding Group Housing can be emailed to [grouphousing@duq.edu](mailto:grouphousing@duq.edu).

### If we are approved for Group Housing, when will we find out our floor and room assignment?

Once applications are approved, each group will be assigned an area/wing. Each resident will need to submit their \$300 housing deposit and will be provided a link to complete the electronic housing agreement.

Group Housing Deposits and Housing Agreements must be submitted by February 21, 2023.

Placement for Group Housing will occur on February 22, 2023 and students will be notified of their room assignment a few days after placement has occurred.

**If you participate in Group Housing, you will not participate in the Room Lottery.**

### Group Housing Information Session:

Join the Residence Life Staff and have your questions answered regarding all aspects of Group Housing!

Date: Tuesday, January 31, 2023  
Time: 6 p.m.

A video of the presentation will be recorded and posted on the Residence Life Website.

# General Housing Lottery Information

## How does the Housing Lottery work?

Once a student has submitted their housing deposit, they will be emailed instructions on how to access the Housing Agreement and Placement Survey. The information submitted on this survey will allow Residence Life staff to consider specific preferences and place students in a room for the 2023-2024 academic year. **Please note:**

- The lottery is based on Academic Standing. Current Juniors and up will be placed first, then current Sophomores followed by current Freshmen.
- There are a limited number of single and triple rooms available.
- Any students unable to receive a lottery number or room assignment will be placed on a waiting list and notified if rooms become available.
- Students unable to receive a lottery number due to lack of availability can request a refund of their Housing Deposit.
- All freshmen and sophomores are required to live on campus in accordance with the Duquesne University Campus Residency Policy.

Deposits and Housing Agreements must be submitted by March 8, 2023. Lottery numbers will be randomly generated and distributed on March 10, 2023.

Students and their roommate will be placed using the better of their lottery numbers. In Vickroy and Des Places, you will be allowed to request a full suite based on the best lottery number among the residents choosing to live in that suite. Vickroy and Des Places rooms may only be assigned as full rooms or full suites.

Residence Life staff will assign rooms on March 15 and 16, 2023. Students will be notified of their room assignment by March 31, 2023.

## Open Houses

DES PLACES, TOWERS, & VICKROY

Wednesday, February 8, 2023 | 6:00PM

Location: Building Lobby

Open Houses will be recorded and posted on the Residence Life Website.

## Housing Fair

Wednesday, February 2, 2023 | 11 AM - 1 PM.

Location: Hogan Dining Center

Learn more about:

- Each Living Learning Center including Brottier and St. Martin
- Dining Services
- All aspects of the Residence Life Community

## Assumption Reminder

Assumption Hall is reserved for students in the Duquesne Honors College. Students who are not members of the Honors College but wish to reside in Assumption should submit a request to the Office of Residence Life.

## Need a Roommate?

Join us for our "need a roommate" session and meet other residents looking for a roommate!

Date: March 6, 2023

Time: 9 p.m.

# IMPORTANT DATES

Wednesday <b>January 11</b> Group Housing Applications Available	Tuesday <b>January 31</b> Group Housing Information Session 6:00PM TOWERS MPR	Thursday <b>February 2</b> Housing Fair HOGAN DINING CENTER 11 AM - 1 PM	Wednesday <b>February 8</b> Open Houses TOWERS DES PLACES VICKROY 6:00PM BUILDING LOBBIES	Monday <b>February 13</b> Group Housing Applications Due	Wednesday <b>Feb. 15</b> Group Housing Notification GROUPS NOTIFIED OF GROUP HOUSING STATUS
Tuesday <b>February 21</b> Group Housing Deposits Due GROUP HOUSING AGREEMENTS & PLACEMENT SURVEYS DUE	Wednesday <b>February 22</b> Group Housing Selection & Placement	Monday <b>March 6</b> Need a Roommate Session 9:00PM TOWERS MPR	Wednesday <b>March 8</b> General Room Selection Deposits Due GENERAL ROOM SELECTION HOUSING AGREEMENTS & PLACEMENT SURVEYS DUE	Friday <b>March 10</b> General Room Selection Lottery LOTTERY NUMBERS ARE GENERATED & STUDENTS INFORMED OF THEIR LOTTERY NUMBERS	Weds. & Thurs. <b>March 15-16</b> Room Selection & Placement

Students will be notified of Room Assignments by Friday, March 31, 2023.