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

To participate in Group Housing or the General Room Lottery, please review the information below. For Brottier specific information, please review the Brottier Hall Selection Section on the back of this newsletter. Please note that all Brottier Leases are nine month leases.

GROUP HOUSING INFORMATION

What is Group Housing?
Group Housing is an opportunity for large groups of students to choose their floor community.
Students participating in Group Housing can choose from the following:

**Towers Wing:** 24 residents (C wing) or 25 residents (A or B wings)

**Des Places Group Suite:** 9 people in a three bedroom suite (Three Triple rooms)

Applications for group housing are available in the Towers and Des Places Offices.

If we are granted a wing or suite, how do we choose our rooms?

**Towers:** Once applications are approved, each group will be assigned a wing. The entire group will need to come to select their room on February 22, 2019. Each individual should come to the Towers Multi-purpose Room any time between 9 a.m. and 5 p.m. on that day and must present their deposit receipt. They will then be allowed to sign up for their room.

**Des Places:** Des Places groups will be notified of their room assignment and will meet with the Des Places office to complete the necessary paperwork.

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

GENERAL HOUSING LOTTERY INFORMATION

How do I select my room?
You and your roommate(s) (or suitemates) must come to the Duquesne Union Ballroom on March 14, 2019 at your designated time to choose which room you would like to live in next year. You will be able to review all available spaces and select a specific room. Please be prepared with different options in case your desired room is not available.

What do I do if I can’t be there to select my room?
You can designate anyone to serve as your proxy to select your room in your place. If you cannot find a proxy, a Residence Life staff member can serve as a proxy for you. However, if someone else is selecting your room, you must complete the Room Selection Proxy Form.

*Proxy Forms will be available when you choose your lottery number or online at duq.edu/room-selection.*

How do I make the 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 under the Student Account section of Self Service Banner where it reads “make a room deposit.”

You must present proof that your deposit has been paid in order to select a room through any aspect of the room selection process.

The Duquesne University Campus Residency Policy

Those students who have not yet achieved junior status or who have not completed the equivalent of four full semesters of academic work are required to reside in University housing.

The Campus Residency Policy can be found online at [duq.edu/life-at-duquesne/residence-life/campus-residency](http://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 can also be found at the website above.

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
• Must make a $300 non-refundable deposit

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).
Brottier Returning Resident Applications Due
9 a.m. – 5 p.m. | Brottier Returning Resident Selection
Group Housing Selection
INFORMATION SESSION
Brottier Returning Resident Deposits Due
General Room Lottery Numbers Selected
You will be able to select in order of your lottery number at the following times:
February 20, 2019
2 p.m. | Brottier Returning Resident Selection
Towers Multi-purpose Room
February 21, 2019
2 p.m. | Brottier New Resident Selection
Towers Multi-purpose Room
February 22, 2019
9 a.m. – 5 p.m. | Group Housing Selection
Towers Multi-purpose Room
February 25, 2019
Des Places Group Housing
Deposits and Agreements Due
Des Places Office
February 27-March 1, 2019
General Room Lottery Numbers Selected
Towers Multi-purpose Room
March 14, 2019
ROOM SELECTION
Duquesne Union Ballroom
You will be able to select in order of your lottery number at the following times:
Current Juniors and up: 3 p.m.
Current Sophomores: 3 p.m.
Current Freshmen: 5 p.m.

GROUP HOUSING INFORMATION SESSION
Come and ask your questions regarding all aspects of Group Housing.
January 29, 2019
8 p.m. | Towers Multi-purpose Room

NEED A ROOMMATE?
Come and meet other residents looking for a roommate!
March 12, 2019
9 p.m. | Towers Multi-purpose Room

ASSUMPTION HALL REMINDER
Assumption Hall is reserved for Duquesne Honors College students. 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.

ROOM AWARD REMINDER
If you do not select on-campus or affiliated housing, you will no longer be eligible for the On-Campus Room Award.

IMPORTANT DATES
January 16, 2019
Group Housing Applications Available
Towers Office & Des Places Office
January 31, 2019
Brottier Returning Resident Applications Due
February 13, 2019
Group Housing Applications Due
Towers Office & Des Places Office
February 14, 2019
Brottier Returning Resident Deposits Due
Brottier New Resident Deposits & Applications Due
February 20, 2019
Brottier Returning Resident Selection
Towers Multi-purpose Room
February 21, 2019
Brottier New Resident Selection
Towers Multi-purpose Room
February 22, 2019
Group Housing Selection
Towers Multi-purpose Room
February 25, 2019
Des Places Group Housing
Deposits and Agreements Due
Des Places Office
February 27-March 1, 2019
General Room Lottery Numbers Selected
Towers Multi-purpose Room
March 14, 2019
ROOM SELECTION
Duquesne Union Ballroom
You will be able to select in order of your lottery number at the following times:
Current Juniors and up: 3 p.m.
Current Sophomores: 3 p.m.
Current Freshmen: 5 p.m.

BROTTIER HALL INFORMATION
Am I eligible to select Brottier Apartment?
To select a Brottier apartment, you must meet the following criteria:
• Must be a current student who will be a junior or higher for the 2019-2020 academic year.
• Must have a $0 student account balance.
• Must make a $300 non-refundable deposit.

How do I select my apartment?
On February 21, 2019, you and your roommate(s) must come to the Towers MPR beginning at 2 p.m. At this time you will be able to choose which apartment you would like to live in next year. You will be able to review all available spaces and select a specific apartment. Please be prepared with different options in case your desired apartment is not available.

Will my Room Award apply if I select a room in Brottier?
Yes. The Room Award will still apply if you choose to select an apartment in Brottier, as long as your application was submitted via email on February 19, 2019. Roommate(s) will be able to select a room assignment based on the better of the lottery numbers.

Assumption Hall is reserved for Duquesne Honors College students. 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.

ROOM AWARD REMINDER
If you do not select on-campus or affiliated housing, you will no longer be eligible for the On-Campus Room Award.

JOIN US FOR THE 8TH ANNUAL HOUSING INFORMATION FAIR!
Thursday, February 7, 2019 | Hogan Dining Hall | 11 a.m. - 2 p.m. and 4 - 7 p.m.
Learn more about:
• Each Living Learning Center
• Dining Services
• Updates to housing
• All aspects of Residence Life

DES PLACES, TOWERS, VICKROY & BROTTIER HALL OPEN HOUSES: Come have questions answered and take a tour!

DES PLACES HALL
February 4, 2019
9 p.m. | Des Places Lobby

TOWERS
February 4, 2019
9 p.m. | Towers MPR

VICKROY HALL
February 4, 2019
9 p.m. | Vickroy MPR

BROTTIER HALL
February 4, 2019
9 p.m. | Brottier Lobby
February 12, 2019
11 a.m. | Brottier Lobby

How does the Brottier Room Lottery work?
Students wishing to try and select Brottier Hall for next year will need to submit an application electronically. The link to complete this application can be found on Campus Link. Applications are due on February 14, 2019.
Each student who has submitted an application and showed proof of a housing deposit by this deadline will be assigned a random lottery number. Lottery numbers will be distributed on via email on February 19, 2019. Roommate(s) will be able to select a room assignment based on the better of the lottery numbers.

Rooms can be selected with the following number of residents:
• Studio Apartment – 1 or 2 residents
• One Bedroom Apartment – 2 or 3 residents
• Two Bedroom apartment – 3 or 4 residents

All Brottier Leases will be nine month leases. These leases run from August 21, 2019 through May 11, 2020.

Dining Services
Learn more about:
• Each Living Learning Center
• Updates to housing
• All aspects of Residence Life

OPEN HOUSES:
Come and have questions answered and take a tour!

ROOM AWARD REMINDER
If you do not select on-campus or affiliated housing, you will no longer be eligible for the On-Campus Room Award.