ROOMMATE PULL-IN

If you have selected a room and want to pull a roommate into the room with you, complete the following process. You will need to know your roommate’s PIN and dining plan.

Welcome Fred Student

Contracts - submit contracts to live in KU Student Housing.
You will need your 7 digit KU Student ID number to submit your contract.
How do I find my KU ID number?

Break Housing - submit reservations for Thanksgiving break, winter break or spring break.

Agreements - submit your scholarship hall statement of agreement or returning RA agreement.

Room Selection - find your room selection group number, see the room selection schedule, and select your room, roommate and dining plan for Fall 2015 - Spring 2016.

Dining Plans - submit dining plan change requests.

Assignments - view assignment, roommates and dining plan.

Rent Apartment Furniture - submit an apartment furniture rental agreement.

Cancellations - submit a contract cancellation request.

Fred Student
RMS131130

ROOM SELECTION

Contract Received: 12/09/2014
Cancel Date.

Group #:
0

Group # applies only to new residence hall residents.
It will take one business day for your group number to be set.

Community

Residence Halls

Returning Resident:

Assigned: Pending

Room Selection Schedule
Room Selection Instructions

Set or change my roommate PIN

Retain my current space for next year

Select my room/apartment for next year

Add a roommate later
Check the box next to each booking term.
Click [Add] to add roommates.
Click [Next Step].

Enter any combination of the first name, family/last name and birthdate.
  • First and last names must be as they appear in KU student records.
  • Name search is not case sensitive.
  • If multiple students have the same first and last name, then a birthdate is required.
Click [Search].
Enter the Roommate PIN.
  • Students set their own PINs.
  • Students who forget their PINs may reset them.
  • Student Housing does not have access to roommate PINs.
Click ✔ Select.

Click ➡ Next Step to continue or ➔ Add to add another roommate.

If term and roommate are correct, click ➡ Next Step.
Click ✔ Select.

Roommates will appear in the drop-down menus. Select a person for each bed space. Click ✔ Next Step.
Click **Add** to add roommates’ dining plans.
Click **Next Step**.

Select a plan for each from the drop-down menu.

Click **Select**.
If dining plan is correct, click Next Step.
Review selections. If correct, click SUBMIT.