



Housing Selection Preparation Worksheet

This worksheet is for your convenience prior to online room selection. It helps you collect the information you will need before you log in to the KU portal to complete your online process. There is no need to return this to KU Student Housing.

Confirm your selection time and date at housing.ku.edu/schedule

Time: _____ Date: _____

Choose your community

To help you think about the housing that best fits your needs (location, privacy, special interests, affordability) explore your options at housing.ku.edu/choose. Identify more than one building, in case your first choice is full when your selection time is available.

First choice

Building name: _____ Room type: _____

See explanations of room types at housing.ku.edu/rates. Choices include:

- 2-person rooms with bath, or community bath
- 2- or 4-person suite with extra living area
- Private bedroom, shared bath
- Private bedroom, private bath

Second choice building name: _____ Room type: _____

Third choice building name: _____ Room type: _____

Your [dining plan](#) choice

Gold Silver Bronze \$425 (*apartments*) none (*apartments*)

Roommates*

Potluck? Yes No

Match with predetermined roommate? Yes No

The roommate with the earliest selection time can choose the space for the group.

Make sure you have the correctly spelled, legal name for each roommate and this information:

Roommate 1	Roommate 2	Roommate 3
Name: _____	Name: _____	Name: _____
Birthdate: ____/____/____ <small>mm dd yyyy</small>	Birthdate: ____/____/____ <small>mm dd yyyy</small>	Birthdate: ____/____/____ <small>mm dd yyyy</small>
PIN number: _____	PIN number: _____	PIN number: _____
Dining plan: _____	Dining plan: _____	Dining plan: _____

*All roommates need to have applied and signed the contract at least 24 hours in advance of selection. For screenshots of the process, see “roommate pull-in” tab at housing.ku.edu/sign-now-select-later

Once you’ve selected your space, you’ll receive an email confirmation. If you pulled in roommates, each of them will also receive a confirmation email. Use the “myKU” portal to view details related to your housing selection and to see roommates’ names and contact information.

Follow us on Twitter at [@KUStudentHouse](https://twitter.com/KUStudentHouse) for updates or contact us at housing@ku.edu.

Rock Chalk!

Last Revised April 4, 2019