Housing & Dining Programs
2012-2013 Room Selection Guide
January 9 through March 1, 2012

** Rising sophomores are defined as having lived on-campus for three or fewer semesters, including Spring 2012*
** Rising juniors and seniors are defined as having lived on-campus for four to seven semesters, including Spring 2012*

Important Information

The Housing Lottery is how ***current residence hall students*** select on-campus housing for the 2012-2013 academic year. **Please carefully read all information in this guide.** If you have any questions, please contact your Resident Director or Housing & Dining Programs at 202-885-3370 or e-mail roomselection@american.edu.

There are two required steps to the 2012-2013 Room Selection Process:

Step 1: Complete the Online Housing Application and Housing License Agreement at https://american-res.symplicity.com by Friday, February 3, 2012 at 11:59 pm (EST) – *No exceptions*

Step 2: Select a space (in person or by proxy) during the Housing Lottery between Monday, February 27 and Thursday, March 1, 2012 (see schedule below)

IMPORTANT NOTE: Students who do not complete *both* steps of the room selection process will not be assigned housing and may request to be place on the housing waitlist. Being placed on the waitlist does not guarantee housing. If you request to be placed on the waitlist, you will be notified in July if space becomes available.

Application Deadlines:

What	When	Where
Online Housing Application Due ***Note:*** All students must complete an application to participate in the Housing Lottery.	Friday, February 3, 2012 at 11:59 pm (EST) – *No exceptions*	https://american-res.symplicity.com
Living Learning Applications Due	Friday, February 3, 2012 at 5:00 pm (EST)	randerso@american.edu

Important Process Dates:

What	When	Where
Room Selection Information Sessions Two info session options (same content at each)	Wednesday, January 25, 2012 - 6:30pm Thursday, February 2, 2012 - 6:30pm	McDowell Formal Lounge Anderson Conference Room
Housing Lottery Numbers sent via email	Friday, February 10, 2012	Student.American.edu Email Address
Housing Lottery Information Session	Wednesday, February 22, 2012 - 6:30pm	McDowell Formal Lounge
Room Selection for Living Learning Communities (see pages 5-6 for more information on this option)	Monday, February 27, 2012 (see specific times on page 10)	McDowell Formal Lounge
Housing Lottery: Numbers 1 – 415	Tuesday, February 28, 2012 (see specific times on page 10)	McDowell Formal Lounge
Housing Lottery: Numbers 416 - 1100	Wednesday, February 29, 2012 (see specific times on page 10)	McDowell Formal Lounge
Housing Lottery: Numbers 1101 and up	Thursday March 1, 2012 (see specific times on page 10)	McDowell Formal Lounge

Housing and Meal Plan Rates

Housing Rates for the 2012-2013 Academic year

$3,413/semester	$4,663/semester	$4,848/semester
Anderson triple Clark triple Hughes triple Leonard triple Letts triple McDowell triple Roper triple	Anderson double Berkshire Studio double Clark double Hughes double Leonard double Letts double McDowell double Roper double	Centennial double Nebraska double
$5,228/semester	**$5,845/semester**	**$6,077/semester**
Berkshire One BR (Small) double	Anderson single Hughes single Leonard single Letts single McDowell single	Berkshire One BR (Med/Large) double Centennial single *Note:* w/private bath is $6,822/sem Nebraska single

2012-2013 Meal Plan Rates

Meal Plan Requirements:
First and second semester Main and Tenley campus residents are required to enroll in a meal plan at or above the 150 Block Plan.

Third and fourth semester Main and Tenley campus residents are required to enroll in a meal plan at or above the 75 Block Plan.

You may select a meal plan during the online housing application process or via the student portal by June 29, 2012. If a meal plan is not selected, you will be assigned the minimum plan required. Nebraska Hall and Berkshire Apartment residents are not required to select a meal plan.

75 Block Meal Plan	$1,444/semester
100 Block Meal Plan	$1,714/semester
150 Block Meal Plan	$2,308/semester
175 Block Meal Plan	$2,437/semester
200 Block Meal Plan	$2,521/semester
Super Plan	$2,895/semester
All above meal plans include $200 of EagleBucks and $200 of Dining Dollars.	

Room Selection Process Policies

- The Online Housing Application must completed by Friday, February 3, 2012 at 11:59 pm EST (no exceptions). The application is located at **https://american-res.symplicity.com**. **Please note:** All communications regarding Room Selection will be sent to the AU student email account. Please check this email regularly during the process.

- **Rising Junior** and/or **Senior**: Any student that has lived on campus for four to seven semesters, including Spring 2012. **Rising Sophomore**: Any student that has lived on campus for three or fewer semesters, including Spring 2012 (this may include new transfer students). **Please Note:** A semester abroad is considered as one semester of on-campus housing. **These definitions will determine where students are eligible to live (see page 4 "Housing Options").**

- Students with eight or more semesters of campus residency are not eligible to participate in the Housing Lottery.

- Only students who are currently living on-campus or in university provided off-campus housing at the Berkshire Apartments may participate in the Housing Lottery. Students who are currently studying abroad and lived in campus housing during the semester prior to studying abroad are also eligible to participate in this process.

- Residence hall space will be available to a maximum of 400 rising juniors and seniors via the Housing Lottery. Once those spaces are filled, any remaining juniors and seniors will be placed on a waitlist.

- For assignment to Centennial Hall, Roper Hall, Nebraska Hall or the Berkshire Apartments, students may select a roommate(s) regardless of sex or gender. Students who wish to request an accommodation due to gender identity or expression should contact Housing & Dining Programs or the GLBTA Resource Center in advance of the housing application deadline. Housing & Dining Programs will review requests for accommodations on a case-by-case basis provided that the student has met all application and selection process deadlines, and is eligible for campus housing.

- Students who would like to request housing accommodations based on a disability should contact Disability Support Services (dss@american.edu; 202-885-3315), or go to www.american.edu/dss for information in advance of the housing application deadline. *All requests must be initiated through Disability Support Services and not through Housing & Dining Programs. Applications should still be submitted by February 3, 2012 at 11:59pm EST.*

- Students who participate in the room selection process without a roommate preference may select from available spaces in any appropriate halls or may opt to select a double room with the intention of living with a visiting international student during the Housing Lottery on February 28 – March 1, 2012 (see page 10 for Lottery schedule).

- The university reserves all rights to spaces and to reassign spaces when necessary. After the Housing Lottery, students without a roommate/suitemates may be consolidated, re-assigned to a new similar space or assigned a roommate.

- Requests for room/assignment changes will not be reviewed until after the first two weeks of classes in September 2012.

- Once you have selected a space, you may not participate in any subsequent part of the process.

- If your roommate preference is a newly admitted student for Fall 2012, please contact Housing & Dining Programs for more information at 202-885-3370 or at roomselection@american.edu in advance of the application deadline.

- Students who participate in the Housing Lottery by selecting a space in the process and then cancel for any non-qualified reason will be charged a minimum $500 cancellation fee. The deadline to cancel housing without additional late cancellation charges is July 1, 2012. Please review section 10 of the Housing License Agreement for the cancellation fee schedule.

- Students who study abroad in Fall 2012 are guaranteed housing for the Spring 2013 semester provided that all application deadlines are met in October 2012. Students who select a space during the Housing Lottery and later cancel to study abroad in Fall 2012 must, again, apply for Spring 2013 housing in October 2012. Students in this scenario are not guaranteed assignment to the room or building you selected originally during this Housing Lottery.

- **Housing Lottery Tickets and class standing WILL be validated upon entry to the Housing Lottery. Please Note:** Students found violating the Student Code of Conduct, which includes "dishonesty; misrepresentation; fraud; forgery; or knowingly using false information, documents, or instruments of identification", during the Housing Lottery and application process will forfeit their place in the process and will be subject to the Student Conduct process.

Housing Options

The residence halls eligible for selection by each student will be based on the number of semesters in campus housing as noted on page 3, not by academic class standing.

Anderson Hall

Anderson is a traditional residence hall with corridor-style rooms and shared hall bathrooms. Rising sophomores, juniors and seniors may select from rooms on the Terrace, 1st and 2nd floors only.

Berkshire Apartments

Studio and one-bedroom, small and medium/large sized, apartments are available in university-leased spaces at the Berkshire Apartments. All apartments are two person occupancy (there are no single occupancy apartments in the university's leased apartments). Rising sophomores, juniors and seniors may select spaces in the Berkshire Apartments. **Please note: Furniture is provided, but cable and internet will be the responsibility of the residents and is not included in the semester housing charges.**

Centennial Hall

Centennial Hall is a suite-style living environment with double occupancy rooms joined by a semi-private bath. Rising juniors and seniors may select from the 1st and 2nd floors; rising sophomores from the 4th, 5th, and 6th floors, and returning Honors Program students from the 3rd floor. *Please note: Generally, 2,000 students participate in the Housing Lottery and there are only 393 available spaces in Centennial Hall.*

Clark Hall

Clark is a traditional residence hall with corridor-style rooms and shared hall bathrooms. This option is available to returning students (rising sophomore, junior and senior students) participating in the Substance Free Living Learning Community. Please see page 6 for further details on this community. Spaces in Clark Hall may be selected during the LLC room selection day on Monday, February 27, 2012.

Leonard Hall

Leonard is a traditional residence hall with corridor-style rooms and shared hall bathrooms. This option is available to rising sophomores only. Please note: Residents of this hall may experience interruptions to building entrances and exits during the construction of North Hall (scheduled to open in Fall 2013) as well as construction noise during normal business hours. Most rising sophomore students will be assigned to live in either Leonard or McDowell halls.

McDowell Hall

Renovated in 2011, McDowell is a traditional residence hall with corridor-style rooms and shared hall bathrooms. The hall also features Residential Community Clusters in suite style living with shared ensuite bath (McDowell suites are reserved for Residential Community Cluster applicants only; see page 5 for more details). Please note: Residents of this hall may experience interruptions to building entrances and exits during the construction of North Hall (scheduled to open in Fall 2013) as well as construction noise during normal business hours. Most rising sophomore students will be assigned to live in either Leonard or McDowell halls.

Nebraska Hall Apartments

Nebraska features a mixture of two, three and four-person apartments, with the large majority of bedrooms being single occupancy. This option is available to rising juniors and seniors only, selecting as a group or as individuals. Residents of this hall will experience constructions noise associated with the planned expansion of Nebraska Hall (scheduled to open in Fall 2013). *Please note: Generally 400+ rising juniors and seniors participate in the housing lottery and there are only 111 available spaces in Nebraska Hall.*

Roper Hall

Roper is a traditional residence hall with corridor-style rooms and shared hall bathrooms. This option is available to returning students (rising sophomore, junior and senior students) participating in the Social Justice Living Learning Community. Please see page 6 for further details on this community. Spaces in Roper Hall may be selected during the LLC room selection day on Monday, February 27, 2012.

Housing Options (*continued*)

Single Rooms

Limited single rooms are available for returning students in Anderson, Centennial, Leonard and McDowell halls and will be assigned on a first-come, first-assigned basis in the Housing Lottery.

Honors Program Housing

In addition to the other hall options for returning students, individuals currently in the Honors Program may also select from the following housing locations during the Housing Lottery:

- Centennial Hall suites (3rd floor) – May select in groups of 2 or 4
- Hughes Hall (2nd, 3rd and 4th floors) – May select in groups of 2 or 3 (limited permanent triples available)

Students interested in living in one of these Honors Program communities may select a roommate or suitemate who is not a member of the Honors Program, provided that at least 50% of the room/suite is filled with students who are currently in the Honors Program.

Advance selection priority will be given to Honors Program students who wish to live in Hughes Hall next fall by selecting a space on Monday, February 27, 2012 following the schedule on page 10. Honors Program students who want to wait to see if Centennial Hall is available must wait until their roommate group's lottery number occurs between February 28 – March 1, 2012 also following the schedule listed on page 10.

Living Learning Communities

American University offers a number of special living environments known as Living Learning Communities (LLCs). LLCs are cohorts of students that live together and explore a common interest or academic pursuit. Some include required courses that students must take and others are organized around a theme or community interest that students wish to learn more about. Admittance to the programs varies based on their individual requirements. To find out more about these programs and their application requirements, visit www.american.edu/llc or contact Ryan Anderson, Assistant Director of Learning Communities and Assessment, at randerso@american.edu. There are four communities open to returning students:

Residential Community Clusters

An RCC is a living and learning environment created and implemented by students based on a shared theme, purpose or partnership. RCCs are completely student driven; thus, the community can take a number of different forms based on community goals and interests. They can be community-service based, support an exploration of diverse themes and experiences, or focus on a common interest, academic or intellectual pursuit. Residential Community Clusters are available to all students and will be located in McDowell Hall suites.

Students interested in creating or participating in a Residential Community Cluster must complete an application on our website at www.american.edu/llc by Friday, February 3, 2012 at 5:00pm in addition to the housing application due on Friday, February 3, 2012 at 11:59pm. Once accepted into the LLC, students will select their rooms during the LLC room selection day on Monday, February 27, 2012.

Living Learning Communities (*continued*)

NEW Social Justice Living Learning Community

The Social Justice Living Learning Community is designed for students interested in better understanding and practicing social justice, and will be located in Roper Hall for the 2012-2013 academic year. In partnership with various campus departments including Student Activities, GLBTA Resource Center, Women's Resource Center, Multicultural Affairs, Kay Spiritual Life Center, the Center for Community Service and Engagement, and International Student & Scholar Services, students will have the opportunity to engage in a wide variety of experiences on the topics of civil rights, women's rights, GLBT rights, and other social justice movements in this pilot program. Some of the activities include:

- Special guest speakers
- Trips to historic Washington D.C. sites
- Social justice skill building sessions
- Faculty/staff-led discussions on current events and trends relating to social justice
- The opportunity to meet AU Alumni working in different movements

This opportunity is designed to introduce students to live, learn, and explore social activism as a tool to create change. This will be an open gender housing community, providing the option for students to live with the roommate with whom they are most comfortable without consideration to the individual's sex, gender or gender expression. This community will be open to both new and returning students of all majors. To apply to live in the Social Justice Living Learning Community contact Ryan Anderson, Assistant Director for Learning Communities and Assessment, at randerso@american.edu.

NEW Substance Free Living Learning Community

The Substance Free Living Learning Community is for students who are interested in living in a community that is committed to a lifestyle without the influence of alcohol and other drugs. Residents in this community will agree to refrain from the use of alcohol, tobacco, and illegal drugs and the misuse of prescription drugs. They also agree that they will not return to their community intoxicated or host guests that are under the influence of alcohol or drugs. Residents will be able to participate in educational strategies that promote healthy living while in college. Residents in this community would be asked to agree to terms and conditions for living within the community which support these expectations of each other. This community will be open to both new and returning students of all majors. The Substance Free Living Learning Community will be housed in Clark Hall in the 2012-2013 academic year. To live in the Substance Free LLC, contact Ryan Anderson, Assistant Director for Learning Communities and Assessment at randerso@american.edu.

Honors Program Community

The Honors Community is located in Hughes Hall. Students wishing to select Honors Community housing in Hughes Hall may do so during the LLC room selection process on Monday, February 27, 2012 or select the room during any of the subsequent room selection dates. Students selecting Hughes during the LLC selection on February 27th must use the lottery number of the Honors Program student if your intended roommate is non-Honors.

The third floor of Centennial Hall is also designated for Honors Program students and can be selected during the Housing Lottery from February 28 – March 1, 2012 (but not on Monday, February 27, 2012).

In Centennial and Hughes halls, **at least half** of the students in the room or suite must be Honors. Honors Program *"phantom credits"* used for registration purposes are not counted as a part room selection process.

Step One: Complete the Online Housing Application

Deadline is Friday, February 3, 2012 at 11:59 pm (EST)

To participate in any phase of the Housing Lottery, you MUST first complete the Online Housing Application. **The deadline to submit the application is February 3, 2012 at 11:59 pm – There will be no exceptions to this deadline.**

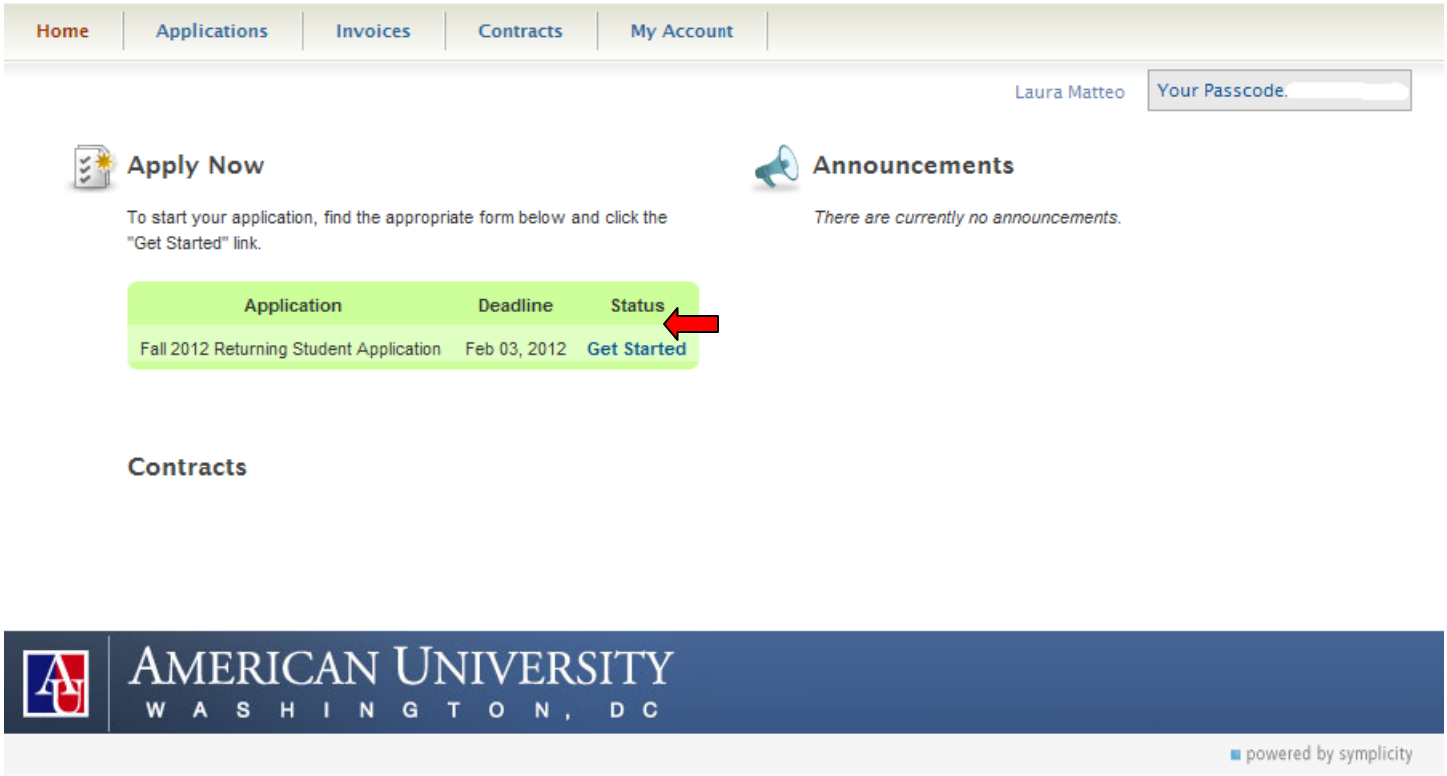
By following these steps you are agreeing to the terms of the 2012-2013 Housing License Agreement upon selecting a room.

Follow these steps to obtain your Online Housing Application:

1. Log on to https://american-res.symplicity.com using your AU log-in and password.
2. Review all of the information provided. All spaces must be filled out completely.
3. Review and Agree to the Terms and Conditions.
4. Click "submit" to complete the application process. Once you submit your application you will not be able to go back and make any changes.

You will receive a confirmation email indicating we have received your application. **This email is not a confirmation that you will have a space; it is only confirmation that you have completed an application for housing.** Please contact Housing & Dining Programs if you have any questions or concerns submitting the application. (roomselection@american.edu 202-885-3370).

Home page of Application:



Step Two: The Housing Lottery Process

Once you have completed the Online Housing Application, you will:

- Receive a computer-generated random lottery number on **Friday, February 10, 2012** via email. This also serves as your **Housing Lottery Ticket**. **You must print this ticket and bring it with you** to your designated Housing Lottery date and time (see schedule on page 10).

- Select a space in order of your lottery number during your designated date and time (see page 10); Lower lottery numbers mean higher priority. *Example: Mary and Gina would like to live together. Mary has number 22; Gina has number 1,172. Mary and Gina will sign up during Mary's designated time.* You may also choose to select a space for yourself if you are selecting without a roommate.

- Select a room at any later time period if you miss your designated selection window, but the rooms remaining may not be as optimal. Juniors and seniors should keep in mind that there are only 400 spaces available and missing the selection time may mean that housing may not be available.

- Have the option to designate someone to serve as a proxy (see below). We recommend that all group members attend the Housing Lottery if possible, and have contingency plans ready. Your group designation will determine where you are eligible to select housing (see pages 4-6).

- Sign up in groups of two/three/four, or for a single occupancy room. Students signing up without a roommate agree to being consolidated, or assigned a random roommate or a visiting international student. ***You should keep several options in mind in case your first preference is unavailable, or you have to split from a group of three/four, to form groups of two.***

What do I need to bring with me to the Housing Lottery?

Lottery Tickets and class standing WILL be validated upon entry into the Housing Lottery. **Every individual must bring the following items:**

- Your American University ID Card (do not bring AU ID cards for other students, just your own)
- Lottery Tickets for all members of your group

How can someone select a space on my behalf as a "proxy"?

- All students, including those currently abroad, must complete the Online Housing Application at www.american.edu/roomselection by Friday, February 3, 2012 at 11:59 pm. Students will receive a Lottery Ticket via e-mail on Friday, February 10, 2012.

- Students who are unable to participate in person in the Housing Lottery on February 27, 28, 29 or March 1, 2012 (e.g., studying abroad, conflicting class), can designate either a Housing & Dining Programs staff member or another student to serve as proxy. To designate a proxy, complete the proxy form at www.american.edu/roomselection.

  Student Proxy:
  Your proxy should print and present *your* Lottery Ticket (can be forwarded by e-mail) and *their* AU ID card (not the AUID of the student that is unable to attend) during the designated selection time.

  Housing & Dining Proxy:
  A staff member will participate in the Housing Lottery on your behalf during your designated selection time, using the building preferences you indicate on the proxy form.

Selecting a Space as an Individual or with Roommate(s)

Individuals selecting a space without a roommate

- Individuals selecting a space without a roommate will be able to sign up during their designated Housing Lottery day and time in any of the buildings for which they are eligible (see pages 4-6).

- You may select a double room with the intention of living with a visiting international student. If you are interested in this option, please communicate that when you come to select a room on your designated date and time.

Groups of two or more

- Students selecting a room with one or more individuals will sign up during the designated time of the individual with the lowest Lottery Ticket number.

- All group members may attend the Housing Lottery, but they are not required to do so. **As long as one of the group members has all the Lottery Tickets, he/she may select a room, apartment or suite for the group.**

- If there are no more rooms available for your entire group, the person representing your group will have to select a different space for your group members, based on Lottery Ticket numbers. If your group has to split, this may affect the date and time when you are eligible to select a space. **You should have contingency plans in the event you first preference is unavailable.** This includes the possibility of splitting up into smaller groups or as individuals.

  Example:
  Mary, (who has the lowest number), Gina, Kristin and Katie want to live together in a 4-person apartment in Nebraska. Only Mary and Gina attend the actual Room Selection event, but have Kristin and Katie's lottery numbers and proxy applications. There are no more 4 bedrooms available once it is time for them to select. However, there are two separate 2-bedroom apartments available in Nebraska. Mary and Gina sign up to live in one of them and have communicated to Kristin and Katie that they will need to sign up during Kristin and Katie's designated lottery time to select an apartment. Mary and Gina do not need to bring Kristin and Katie's AU ID cards with them.

Individuals who are Currently Studying Abroad

- If are currently abroad, you MUST apply for housing by Friday, February 3, 2012 at 11:59 pm (EST). The steps that you should follow are as follows:

  1. Complete the Online Housing Application at https://american-res.symplicity.com by Friday, February 3, 2012 at 11:59 pm (EST).

  2. Check your AU e-mail on Friday, February 10, 2012 to receive your Lottery Ticket.

  3. Students who are currently abroad student designate either a Housing & Dining Programs staff member or another student to serve as proxy. To designate a proxy, complete the proxy form at www.american.edu/roomselection.

  4. Forward the Lottery Ticket to your intended roommate(s). As the student abroad, if you have the lowest number in your group, the group may select a space using your lottery number, which will be validated upon entry to the Housing Lottery. Your intended roommate should print and bring the abroad student's Lottery Ticket to the Housing Lottery.

  5. Communicate your housing preferences to your intended roommate(s), so that they can select a space for you during the Housing Lottery (see schedule on page 10)

Housing Lottery Dates and Times

You should arrive at the start time listed below based on your lottery number.

MONDAY FEBRUARY 27, 2012 Living Learning Communities Only - Hughes Honors Community, RCC, Social Justice, Substance Free		
Lottery Number	**Time**	**Location**
1 - 500	10:00am	McDowell Formal Lounge
501 - 1000	11:00am	McDowell Formal Lounge
1001 - 1500	12 noon	McDowell Formal Lounge
1501 - 2000	1:00pm	McDowell Formal Lounge

If you did not select a space in the above process, you will use the same lottery number to sign up on one of the following days:

TUESDAY FEBRURARY 28, 2012		
Lottery Number	**Time**	**Location**
1 - 30	9:30am	McDowell Formal Lounge
31 - 60	11:00am	McDowell Formal Lounge
61 - 110	12 noon	McDowell Formal Lounge
111 - 160	1:00pm	McDowell Formal Lounge
161 - 230	2:00pm	McDowell Formal Lounge
231 - 320	3:00pm	McDowell Formal Lounge
321 - 415	4:00pm	McDowell Formal Lounge

WEDNESDAY FEBRUARY 29, 2012		
Lottery Number	**Time**	**Location**
416 - 500	10:00am	McDowell Formal Lounge
501 - 600	11:00am	McDowell Formal Lounge
601 - 700	12 noon	McDowell Formal Lounge
701 - 800	1:00pm	McDowell Formal Lounge
801 - 900	2:00pm	McDowell Formal Lounge
901 - 1000	3:00pm	McDowell Formal Lounge
1001 - 1100	4:00pm	McDowell Formal Lounge

THURSDAY, MARCH 1, 2012		
Lottery Number	**Time**	**Location**
1101 - 1200	10:00am	McDowell Formal Lounge
1201 - 1300	11:00am	McDowell Formal Lounge
1301 - 1500	12 noon	McDowell Formal Lounge
1501 - 1700	1:00pm	McDowell Formal Lounge
1701 - 1900	2:00pm	McDowell Formal Lounge
1900 & Up	3:00pm	McDowell Formal Lounge