How to Select a Room as an Individual

Supported browsers: Google Chrome, Safari, Firefox, Internet Explorer

Enter this URL: https://housing.oberlin.edu/hmsstu/Login.asp?TargetPage=Default.asp

You will be directed to a login page that looks like the image below.

After entering your ObieID and password – click "Submit"

Your Login ID is your ObieID – i.e. jsmith2
DO NOT add "@oberlin.edu"

Make sure to test your password before selection. Contact CIT if you have issues.

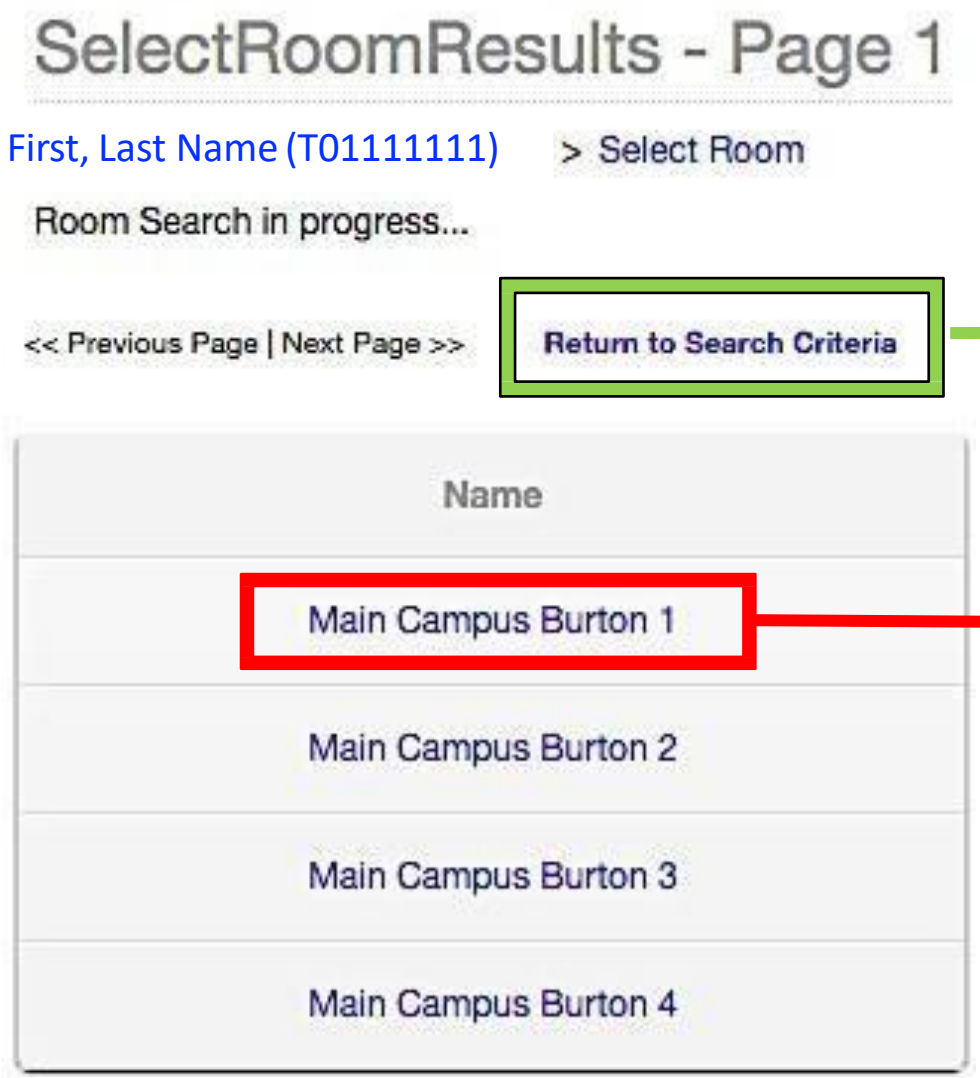
To proceed through the Housing Selection process:

From the "Residential Education – Student Home" page (the page displayed on the preceding slide) scroll to the section labeled "Fall 2022"
Your screen should look like the below image:

Click on "Select your Housing Assignment"

You will be directed to a screen that looks like the below image:

After click "Search", you will be directed to a screen that lists all of the floors of the building you selected.



If you want to go back a screen, **DO NOT** click the Back button, click this link instead.

Select any floor that you are interested in living on to see the floor plan and the available rooms.

Select room for:

Self · **First, Last Name**

Expected start date: **08/29/2022**

Expected end date: **12/23/2022**

Clear Selection | Submit | Cancel

If you want to go back a screen, click "Cancel". DO NOT hit the Back button.

Facility information:

Name:
All Female:
Assignment_Limit:
Bed Size:
Building Category:
HS- PH or Theme Living 1:
Oven:
Substance Free:

Spaces

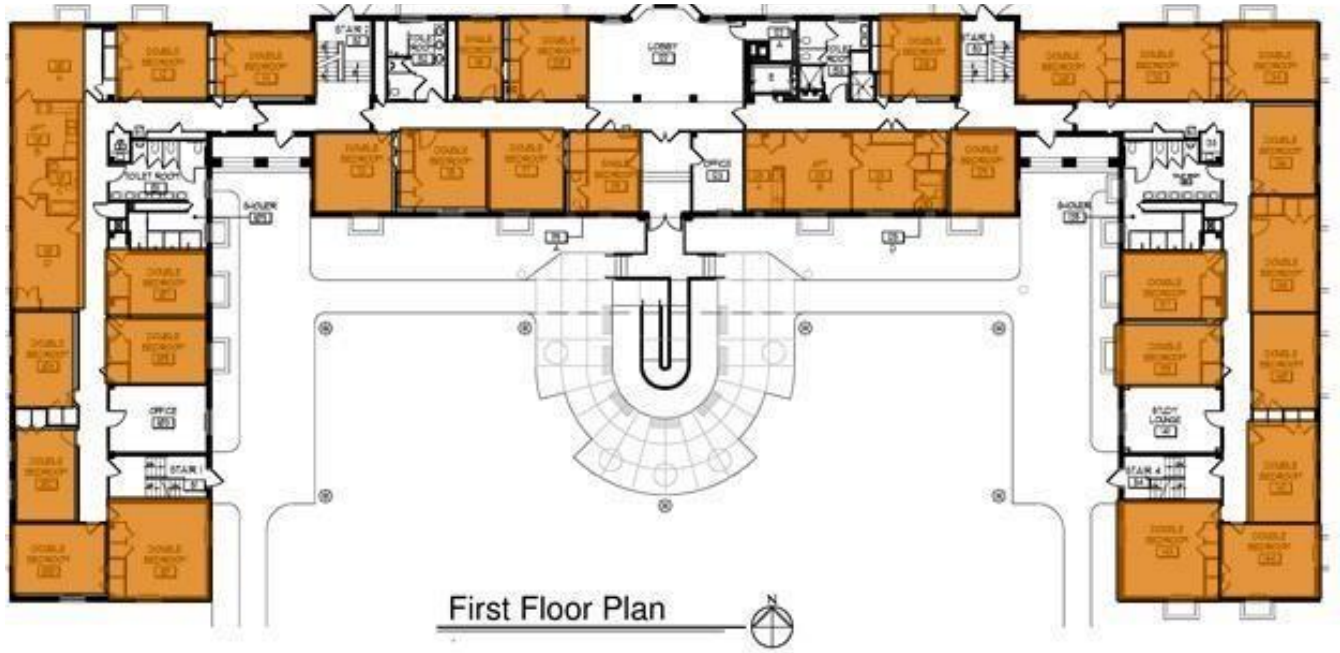
Occupant information:

Name:
Gender:
Bedtime:
Class Standing:
Identity Pref Pronoun:
Smoking:
Sub Free Roommate:
Wake Up Environment:
Wakeup Time:

Color legend:

- Available
- Unavailable
- Selected

The floor plan below will show which rooms are available to be selected (orange) and which rooms are not available (grey). After you click on a room, it will turn purple to indicate that you have selected that space.



These rooms are orange, meaning they are available to be selected. **As an individual, you are eligible to select a single or a double room**. **For groups of two or more people, only the rooms that match the size of your group will appear available on the floor plan.** For example, a group of 2 will not be allowed to select a quad.

Select room for:

Self **First, Last Name**

Expected start date: **08/29/2022**

Expected end date: **12/23/2022**

Clear Selection | Submit | Cancel

Facility information:

Name: **Room Number** 134

Oven:

Substance Free: No

HS- PH or Theme Living 1:

Building Category:

All Female: No

Bed Size: Extra Long Twin

Assignment_Limit: 2

Spaces

1 - Select Space

2 - Select Space

Occupant information:

Name:

Gender:

Bedtime:

Class Standing:

Identity Pref Pronoun:

Smoking:

Sub Free Roommate:

Wake Up Environment:

Wakeup Time:

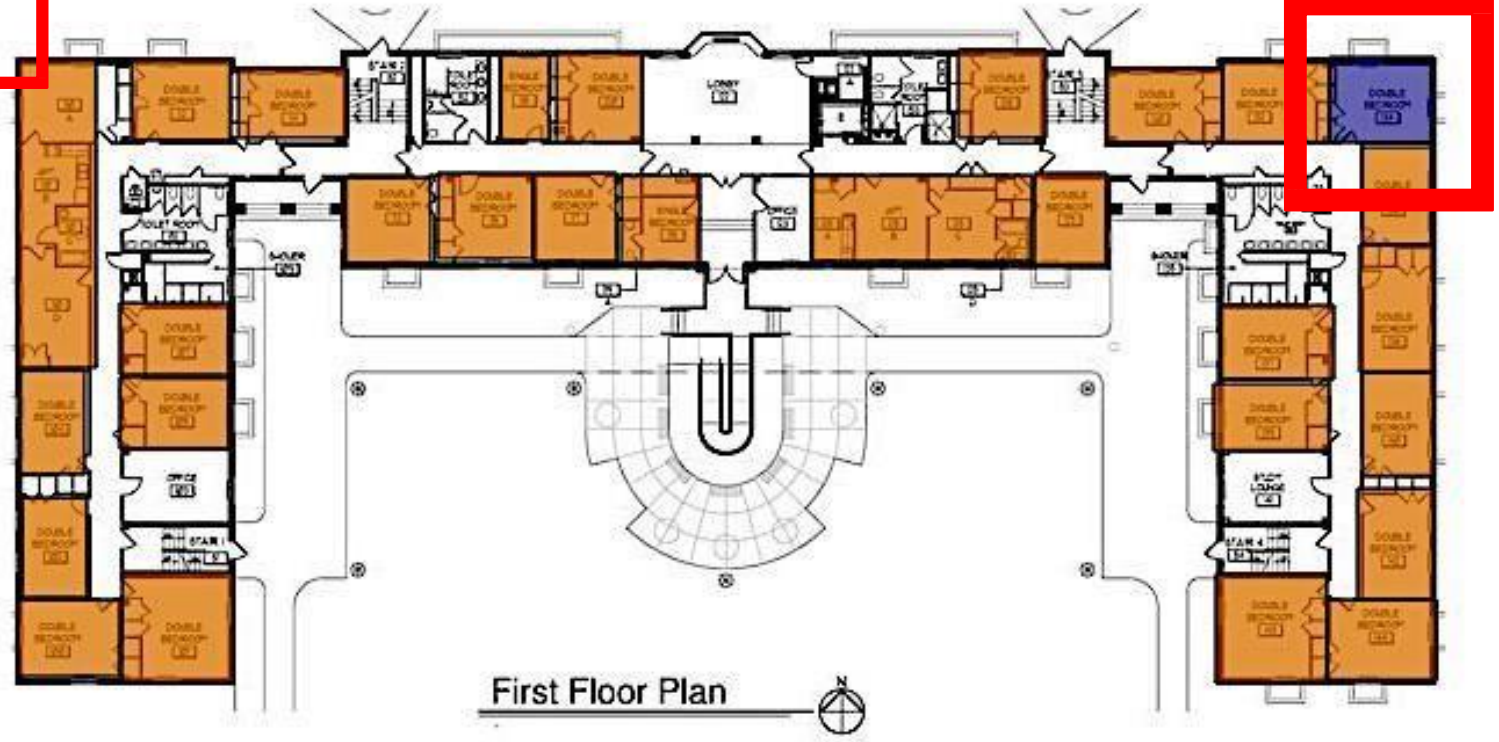
Color legend:

- Available
- Unavailable
- Selected

This section shows the attributes of the space that you selected – if the space is substance free, if it is all female, the size of the beds in the room.

The "Assignment Limit" shows how many people are allowed to live in the space you selected. The "Spaces" section will show how many available spaces the room currently has. **Click on one of the "Select Spaces" buttons. If this space were a single, there would be only one button.**

This is what a selected room looks like



If someone has already selected a bed in the room that you are viewing, their name will appear in the "Spaces" section:

Select room for:

Self - **First, Last Name**

Expected start date: **08/29/2022**

Expected end date: **12/23/2022**

Clear Selection | Submit | Cancel

Facility information:

Name:	134
Oven:	
Substance Free:	No
HS- PH or Theme Living 1:	
Building Category:	
All Female:	No
Bed Size:	Extra Long Twin
Assignment_Limit:	2

Spaces

1 - **First, Last Name**

2 - Select Space

Occupant information:

Name:	
Gender:	
Bedtime:	
Class Standing:	
Identity Pref Pronoun:	
Smoking:	☐
Sub Free Roommate:	☐
Wake Up Environment:	
Wakeup Time:	

Color legend:

- Available
- Unavailable
- Selected

This section shows that there is already one person assigned to the space and there is one space available.

An example of what information might be displayed about the occupant appears below.

Select room for:

Self - First, Last Name

Expected start date: **08/29/2022**

Expected end date: **12/23/2022**

Clear Selection | Submit | Cancel

Click on the name of the person already assigned to the space and learn information about that person. That information will appear in the "Occupant Information" section.

Facility information:

Name:	134
Oven:	
Substance Free:	No
HS- PH or Theme Living 1:	
Building Category:	
All Female:	No
Bed Size:	Extra Long Twin
Assignment_Limit:	2

Spaces

1 - First, Last Name

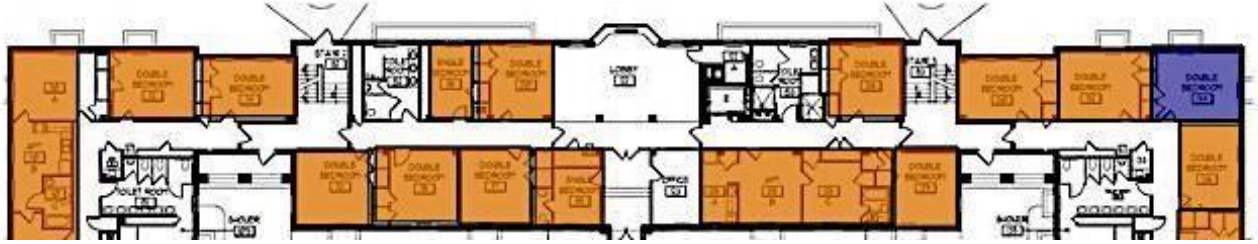
2 - Select Space

Occupant information:

Name:	First, Last Name
Gender:	- - - -
Bedtime:	After midnight
Class Standing:	**FR or SO or JR or SR**
Identity Pref Pronoun:	**They, Them, Theirs**
Smoking:	☐
Wake Up Environment:	Talk
Sub Free Roommate:	☐
Wakeup Time:	After 10 AM

Color legend:

- Available
- Unavailable
- Selected



Select room for:

Self First, Last Name

Expected start date: 08/29/2022

Expected end date: 12/23/2022

Clear Selection | Submit | Cancel

YOU MUST CLICK "SUBMIT" TO CONFIRM YOUR SELECTION

Facility information:

Name:	134
Oven:	
Substance Free:	No
HS- PH or Theme Living 1:	
Building Category:	
All Female:	No
Bed Size:	Extra Long Twin
Assignment_Limit:	2

Spaces

1 - First, Last Name

2 - **Self - First, Last Name**

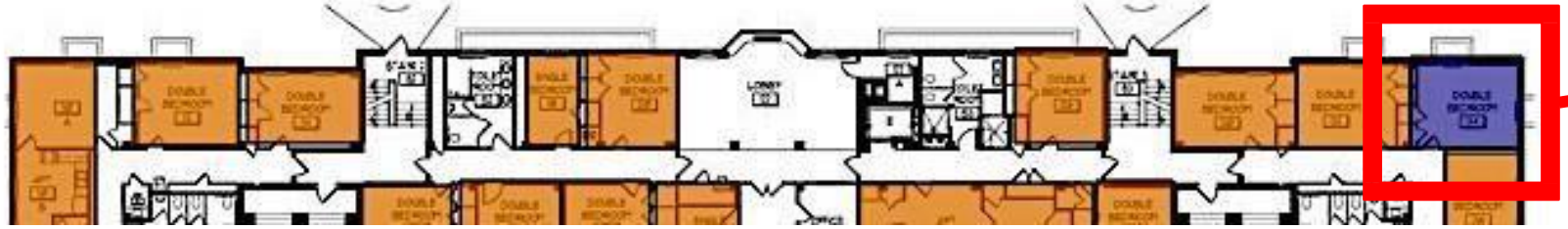
Occupant information:

Name:
Gender:
Bedtime:
Class Standing:
Identity Pref Pronoun:
Smoking:
Sub Free Roommate:
Wake Up Environment:
Wakeup Time:

Color legend:

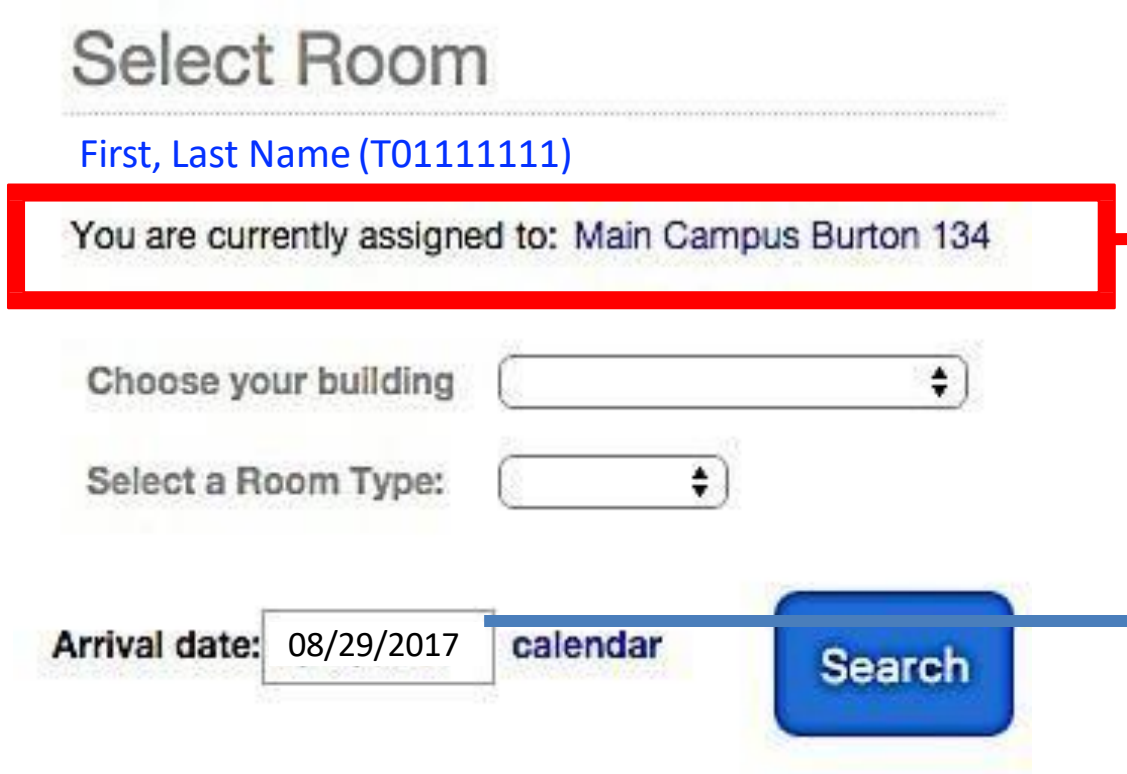
Available
Unavailable
Selected

After you click on one of the "Select Space" buttons, your name will appear next to the word "Self".



This is the selected space

NOTE: The "Clear Selection" button will de-select the space you just chose. If you wish to go back a screen to select a different building, click "Cancel". DO NOT HIT THE BACK BUTTON!!



After clicking "Submit", you will be directed to a screen that looks like this image. If you have successfully selected a room, the building and room number you selected will appear in this region of the screen.

Must include the O for the date. It must be 08 of it will give you an error message

You have now completed the housing selection process as an individual!!!