



First Year Roommate Matching

2021-2022 Guide

The Department of Residence Life and Housing allows for First Year Students to select their roommate for the 2021-2022 Academic Year. This *Roommate Matching & Group Formation Guide* provides an overview of this process, deadlines, and how to successfully create a roommate pair. If you have any questions regarding any of these processes after reviewing this guide, please email us at rwuhousing@rwu.edu.

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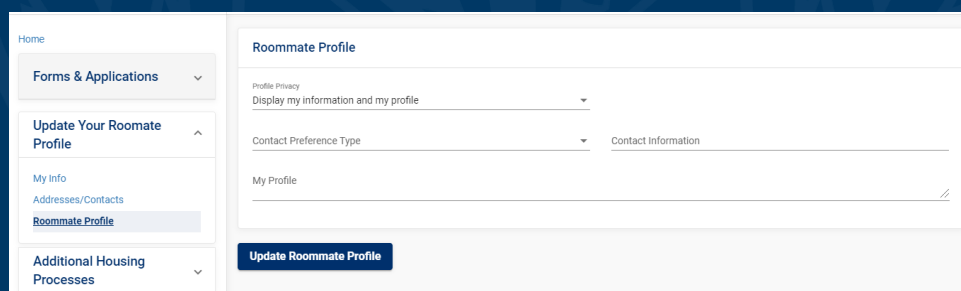
Overview: Important Information & Deadlines

While students can elect to participate in the Housing Placement process without any pre-determined roommates, students are *highly* encouraged to participate in the roommate matching process as single, private occupancies throughout our residential communities are limited and all students who do not elect a single option will be placed with another student through our housing management system based off the responses you indicated within your New Student Housing Application.

Some important information regarding this process:

- Roommate pairs (2) and groups of three (3) or four (4) are allowed for the incoming first year students
 - **NOTE:** There are *limited* triples and quads available on-campus for the 2021-2022 academic year. Please be aware that in the event the Department does not have enough triples and quads to meet demands, groups will be asked to regroup accordingly.
- Students are permitted to request students from different majors
- If a student is interested in an LLC, both students must apply and be approved for the designated LLC
 - **NOTE:** Non-honors students requesting to live in the Honors LLC with an honors student must have direct approval from the Honors Program Director and the Housing Operations team
- Students **must successfully match by Thursday, July 15th at 5:00 PM** in order to be guaranteed to be matched as a pair for First Year Housing Placements
 - **NOTE:** Requests made after July 15th may not be granted due to assignment and room configurations

All students are highly encouraged to update their “Roommate Profile” by navigating to this screen in Housing Self-Service:



Living Learning Community (LLC) Roommate Matching

Students have an option to apply for any of our LLCs here at Roger Williams. If two or more students are interested in living together next year, they must both apply and be approved through the LLC coordinator. Questions regarding your LLC application can be directed to Assistant Director Danny DiCamillio via email at ddicamillio@rwu.edu. If one student is accepted into the LLC and the other student is NOT, the pair will need to make a decision to either stay as a roommate group outside of the LLC or split up accordingly:

- **Black and Latinix LLC**
- **Honors LLC-** *Students not in the honors program must contact Honors Program Coordinator. Spaces for non-honors students in the Stonewall LLC are **very** limited and approved on a case-by-case basis.*
- **Queer/Trans LLC**
- **Substance Free Housing**

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Applications and information for all of these LLCs can be found on our website:

<https://www.rwu.edu/undergraduate/student-life/living-rwu/living-learning-communities>

Solo or Pairs: Introduction and Overview

First Year Students can elect to participate in the Housing Placement process by themselves (SOLO) or with another students to create a PAIR or GROUP. See for what each scenario entails:

SOLO: Indicate in your housing application you are interested in a single or search for roommates to create a PAIR/GROUP or Be assigned a roommate who doesn't have a match based off our Roommate Matching software with attributes you provided during the application process

PAIRS or GROUPS: Search for a roommate via self-service. Accept/request roommates accordingly. Be assigned a room based off your hall preferences in your New Student Housing Application (Students who are in a pair or group are strongly encouraged to select the same preference rankings)

*Please note: Due to limited availability, indicating a "Single" under Room Type Request does not guarantee a single room placement. Single room requests for medical reasons are **due to SAS by July 9th**.*

More information can be found on our website under "Request for Accessible Housing Accommodations"

Residential Communities Eligibility

Due to the unique configurations of our residence halls, some residence halls may be able to accommodate a certain group size, while some might not be able to. Please see below for more information:

CEDAR: Select singles available, mostly all doubles, quads available on the 5th floor, very few triples

MAPLE: Select singles available, mostly all doubles, only a few triples and quads available across complex

STONEALL: Mostly doubles, handful of triples, NO quads within the complex. Singles by SAS only.

WILLOW: Mostly doubles, handful of triples, NO quads within the complex and NO singles available

Self-Service Tutorials: How to Search/Request a Roommate

Think of roommate matching to a similar process of a Facebook friend request. Someone can always send you a request, but you will not be 'friends' until both parties accept each other. Same goes for roommate matching: One student must request another and that other student needs to accept their request to be fully paired.

Please log-in to the Housing Self-Service page through Roger Central -> Academics Tab to begin:

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STEP #1

- Log-in to Housing Self-Service
- Click "Additional Housing Processes"
- Select "Roommates"

Additional Housing Processes

Select Roommates

Select a Room/Suite

Additional Housing Processes

STEP #2

- Make sure "Fall 2021" is selected

For the Term: Fall 2021

Roommate Requests (0)

Pending Roommate Requests (0)

STEP #3- Searching for Your Roommate

When clicking the "Search for Roommate" option, the screen below will open:

Search for Roommate

Last Name

First Name

AQ: About Me

Major

AQ: Introvert/Extrovert

AQ: Optimism/Pessimism

AQ: Exercise Preferences

AQ: Smoker Preferences ☐ Yes ☐ No ☐ (no preference)

AQ: Alcohol Use

AQ: TV Preferences

AQ: Study Location

AQ: Study Noise Level

AQ: Sleep Time

AQ: Wake Up Time

AQ: Cleanliness Practice

AQ: Temperature Preferences

AQ: Overnight Guest Preferences

AQ: Music Preferences

AQ: Gamers

AQ: Weekend Preferences

Begin Search


Know the name of your future roommate?

- Type in their "Last Name" into the appropriate field and click:
- Note: Spelling **must** match what's in our system. Check with your friend first before reaching out to us for help.

Begin Search

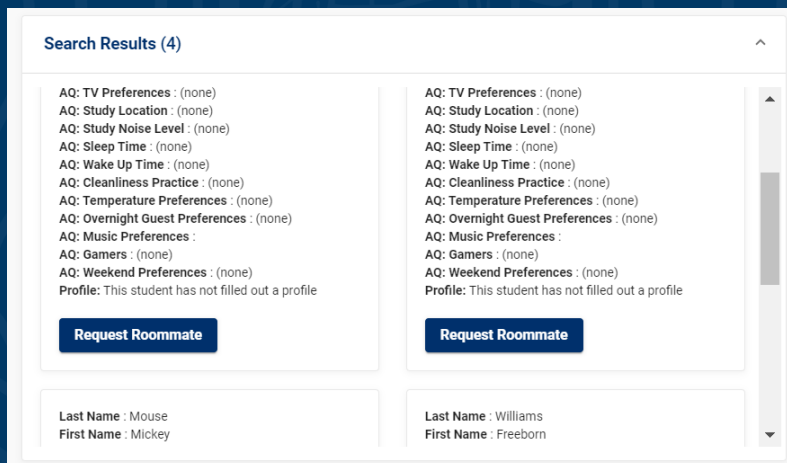
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Looking for a roommate?

- You can search against various characteristics. These fields are based around answers you and your fellow first year students submitted through the Housing Self-Service Portal.
- Remember to limit yourself to a few important ones! Selecting multiple search criteria will force the system to find a 100% match to your searches.
- We recommend prioritizing the following criteria:
 - Sleep Time, Wake Up Time, Cleanliness Practice, Temperature Preference
- Once you have selected your criteria, click 

STEP #4- Requesting Your Roommate

Depending on your search criteria, you will either see the identical match (i.e. searching for “Last Name”) or you will find a list of students who meet your search fields. We strongly encourage students to reach out to potential roommate’s via email first to gauge their interest in matching with you. Once you are interested in requesting the student as a roommate, click the “Request Roommate” button:



The screenshot shows a web interface titled "Search Results (4)". It displays two student profiles side-by-side. Each profile lists various attributes (AQ) such as TV Preferences, Study Location, Study Noise Level, Sleep Time, Wake Up Time, Cleanliness Practice, Temperature Preferences, Overnight Guest Preferences, Music Preferences, Gamers, and Weekend Preferences. Below these attributes is a "Request Roommate" button. At the bottom of each profile, the last and first names are listed. The first student is Mickey Mouse, and the second is Freeborn Williams.

Didn't find a roommate match?

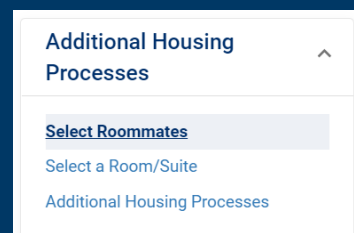
- Try less search fields to search against. Too many fields searched for may result in a 0% chance to find an identical match.
- Email us with any concerns/questions at rwuhousing@rwu.edu

Self-Service Tutorials: How to Accept a Roommate Request

Please log-in to the Self-Service page through Roger Central -> Academics Tab:

STEP #1

- Log-in to Housing Self-Service



The screenshot shows a dropdown menu titled "Additional Housing Processes". It contains three options: "Select Roommates" (highlighted), "Select a Room/Suite", and "Additional Housing Processes".

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- Click “Additional Housing Processes”
- Select “Roommates”

STEP #2

- Make sure “Fall 2021” is selected
- Click “Pending Roommate Requests”



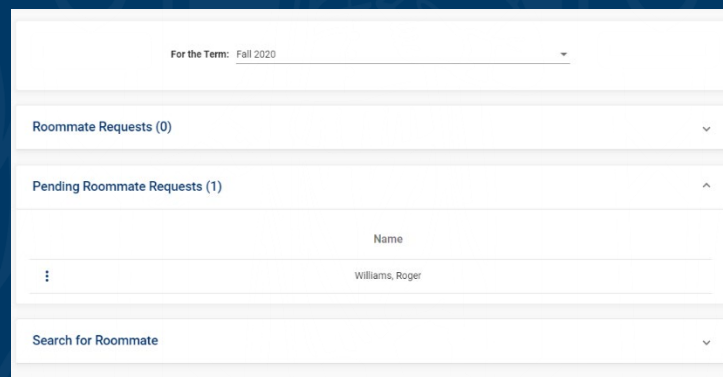
For the Term: Fall 2021

Roommate Requests (0)

Pending Roommate Requests (0)

STEP#3: Accepting/Declining Roommate Requests

This screen will inform you of requests which are **PENDING YOUR APPROVAL**. To review additional information about the student, we recommend either emailing them or search for their LAST NAME under “Search for Roommate”:



For the Term: Fall 2020

Roommate Requests (0)

Pending Roommate Requests (1)

Name
Williams, Roger

Search for Roommate

By clicking the three dots to the left of the name, you will be presented with four options:



VIEW THEIR ROOMMATE PROFILE



SEND THE STUDENT AN EMAIL



ACCEPT THEIR REQUEST



DENY THEIR REQUEST

Once a pair has mutually matched, your screen will look like this and state: “Your roommate group is fully matched”. **Please note: Any pending roommate requests should be denied or the system will not be able to properly match you.** Students can remove their pairing up through **THURSDAY JULY 15th**. After 7/15, all roommate changes must be communicated to rwuhousing@rwu.edu and are not subject to automatic approval.



Roommate Requests (1)

Name
Davis, Donnell

Your roommate group is fully matched.

If you have having difficulty searching, matching, or approving your roommates: please email us at rwuhousing@rwu.edu or visit us at the Department of Residence Life and Housing in CSD 120!