



**RETURNING STUDENT
ROOM SELECTION
GUIDELINES
2022-2023**

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NOTE: The information contained in this document is subject to revision. All revisions made will be posted to the Residence Life webpage

I. Important Dates

March 8, 2022: Housing application available on the myResLife portal

March 31, 2022: Deadline for application completion to participate in Single Room Selection

April 1, 2022: Room selection timeslots emailed to students who opted into Single Room Selection

April 4, 2022: Single room selection, 4:30 p.m.-9:00 p.m.

April 4, 2022: Deadline for application completion to participate in Open Room Selection

April 5, 2022: Room selection timeslots emailed to students for Open Room Selection

April 6 & 7, 2022: Open Room Selection, 4:30 p.m.-9:00 p.m.

April 29, 2022: Room Selection closes on April 29th. Any student who has completed the application, but not selected a room, will be assigned a room.

April 29, 2022: Any resident may cancel housing via the myResLife portal through April 29th without penalty. After April 29th cancellation charges apply as outlined in the Residence Hall License Agreement.

II. Overview

The Room Selection Process gives eligible returning students opportunity to select a room assignment for next year in a convenient and time efficient manner.

The Room Selection Process is seniority based. Accordingly, more available as a student's academic seniority increases at FSU.

By participating in the Room Selection Process, eligible students have the opportunity to make some choices about their room type, roommate(s) and/or residence hall. Eligibility requirements outlined in Section III.

There are two phases to the Room Selection Process. Eligible students have the option to participate and select a room in either:

1. Single Room Selection: Selection of design single rooms (excludes those conjoined with another room or in a suite) and designated double-as-single rooms. These rooms are in Corinne Hall Towers, Larned, Horace Mann, Peirce and Linsley Halls.

OR

2. Open Room Selection: Selection of suites, conjoined rooms (including conjoined singles) and traditional/standard rooms. These options are described more in section VI of these Guidelines.

Eligible applicants may select in only one section of the room selection processes. Once a room has been selected, applicants may not participate further in the room selection process, (e.g. a student may not be assigned a single room and then participate in open room selection).

Students are reminded that the term of the Residence Hall License Agreement is for the full academic year (both Fall and Spring Terms) unless the resident graduates at the end of the Fall Term or participates in a FSU sponsored exchange program.

Please note that while the overwhelming majority of selected assignments do not change, the University reserves the right to change room assignments and/or fill vacancies as deemed necessary at any time.

If, after reviewing these Guidelines, you have questions please contact Residence Life and Housing by phone at 508-626-4636 or by email to ResidenceLife@Framingham.edu.

III. Room Selection Step-by-Step Instructions

1. Complete the Housing Application
 - a. The housing application can be accessed via the myFramingham portal. Once in myFramingham select “Student”, then “Student Life” and then the “myResLife” login. For step by step instructions please see Appendix A.
2. Create a roommate group (if applicable)

Students wishing to live together must establish a roommate group which can be done through the application. This includes selecting a leader of the group who selects the group’s assignment. Students can return to the group page of the application to make adjustments as needed after initially completing the application. For full instructions please see Appendix B. For roommate groups, the group leader needs to make the selection for those in the roommate group.
3. Participate online

Students who complete the application will receive a selection appointment date and time via FSU student email. Single Room Selection is on April 4th and Open Room Selection begins on April 6 & 7.

IV. Eligibility Requirements

1. Room Selection Eligibility

In order to be eligible to participate in the Room Selection Process, applicants must:

- Be an active matriculated FSU student registered for Spring courses.
- Fill out online housing application and Residence Hall License Agreement by deadlines listed in Important Dates section for Single Room Selection or Open Room Selection.

2. Maintaining Eligibility for On-Campus Housing

Applicants *may* lose eligibility for on-campus housing if they do not:

- Remain an enrolled student in good academic standing (must be an active student, not be on academic suspension/dismissal, and must be attending classes)
- Register for classes by the end of the add/drop period.
- Maintain student account in good standing.
- Abide by terms of the Residence Hall License Agreement.

3. Residence Hall Suite Eligibility

In addition to maintaining eligibility, students interested in living in suites must:

- Not be on Disciplinary Probation status at the time of occupancy. Students currently on Disciplinary Probation may apply for a suite if their status ends prior to start of Fall semester.
- Any person who selects a suite and is later placed on disciplinary probation, or is found to be ineligible, will be removed from the suite and reassigned to another space on campus.

V. Room Selection Options

There are two different sections of the room selection process. Selection appointments are the dates/times when an eligible student can go online to the myResLife portal to select housing for the upcoming year. Residents who fill out the application on time, but who do not participate in the Room Selection Process by April 29th will be assigned to a room.

1. Single Room Selection

This process allows participants to select single occupancy room in Horace Mann Hall, Peirce Hall, Linsley Hall, or Corinne Hall Towers. A number of double-as-single rooms will also be available through single room selection. Please note:

- Conjoined single occupancy rooms in Miles Bibb Hall and West Hall are not selected through single room selection – they are selected through open room selection.

Single room selection appointment timeslots will be scheduled according to seniority-based priority order (see Section VI for a detailed explanation of room selection priority).

Selecting at, or as close to your assigned timeslot as possible will result in maximizing your options. Because single and double-as-single room availability is limited please consider back-up plans.

Applicants not able to select a single occupancy room will be able to revisit their housing application to create or join a roommate group after Single Room Selection and then will be given an appointment date and timeslot for participation in Open Room Selection. Students who wish to be placed on a single wait list, should contact Residence Life via email at residencelife@framingham.edu.

Students with a documented disability requiring a single room accommodation must participate in the single room selection process and select from available singles which best meets their needs. If unable to select an appropriate room through the Single Room Selection which meets needs, approved students with a documented disability should email Residence Life at residencelife@framingham.edu after single room selection for assistance. We will do our best, but single accommodations cannot be guaranteed to students who do not participate in selection.

2. Open Room Selection

During open room selection, participants can select from a range of available suites, traditional/standard rooms, and conjoined rooms (including conjoined singles). Residents can also opt for rooms that remain open for Thanksgiving, Winter and Spring Breaks in Linsley Hall or Miles Bibb Hall, as well as gender-inclusive assignments.

Open Selection appointment timeslots will be scheduled according to seniority-based priority order (see Section VI for a detailed explanation of room selection priority).

Applicants will receive a selection appointment date and time by student e-mail prior to Open Selection. Beginning at their appointed timeslot student group leaders or individual students will be able to log onto myResLife, to select a room assignment for their group.

VI. Hall/Room Types and Considerations

1. Suites

Suites are defined by the presence of a shared common living room. There are up to 65 suites available:

- In *Miles Bibb Hall* there are up to 49 four-person suites available. Each includes:
 - private bathroom;
 - common room; and,
 - Two (2) double occupancy rooms
 - Miles Bibb Hall (North) suites may be coed, or may be designated as gender inclusive housing spaces.
- In *Linsley Hall* there are four eight-person (8) suites and eight six-person (6) suites. Each includes:
 - private bathroom,
 - common room; and,
 - double occupancy rooms (three or four depending on suite capacity)
 - These suites may be selected with one or more double-as-single rooms, reducing suite size to as few as 3 or 4 residents. Please notify Residence Life and Housing immediately after selection if you are interested in this option so the additional beds can be closed.
- In *Horace Mann Hall* there are two (2) junior suites (one male and one female). Each includes:
 - common room;
 - two double occupancy rooms; and,
 - two single occupancy rooms
 - there are no private bathrooms in Horace Mann suites
 - These junior suites may be selected with one or more double-as-single rooms, reducing suite size to as few as 4 residents. Please notify Residence Life and Housing immediately after selection if you are interested in this option so the additional beds can be closed.

Note: West Hall rooms are considered conjoined rooms, and not suites for room selection purposes.

The following policies apply to residence hall suites:

- Students are responsible for cleaning and maintaining their suites, including bathrooms, according to health and safety standards prescribed by the University. Maintenance staff does not provide cleaning service to occupied suites.

Examples of suite floor plans can be found in Appendix C.

2. Conjoined Rooms in Miles Bibb and West Halls

- Conjoined rooms in Miles Bibb and West share a private bathroom. In West residents also share an entry area with a vanity and sink.
- Some conjoined rooms in Miles Bibb and West include a single room configuration. In Miles Bibb conjoined rooms are accessible to connectors through the shared bathroom. In contrast, in West Hall each single bedroom may be locked.
- Students in conjoined rooms are responsible for cleaning and maintaining their shared private bathrooms and entry/vanity area (West Hall).

3. Double-As-Single (Various Halls)

A doubles-as-single room is a design double room that is assigned to one student alone. The room will still have both sets of furniture which can be utilized by the resident, but which must remain in the room. There is a premium charge of \$1,500/semester added to the room rate of a double-as-single. Please be aware that additional financial aid grants are not awarded to cover this premium, though loan aid may be available. Please contact Financial Aid with any questions about financial aid eligibility.

4. Gender Inclusive Housing

Gender inclusive housing is available to any student who meets on-campus housing eligibility requirements and who wishes to live in a room with another eligible resident without restriction based on their roommate's biological sex, gender, gender identity, or gender expression. Depending on the applicant's interests and needs, Residence Life will consider gender inclusive options in all residence halls.

All Miles Bibb Hall and West Hall housing options include shared private bathrooms. Other halls have community bathrooms designated either (a) "male" by sex/gender identity; (b) "female" by sex/gender identity; or, (c) as single user bathrooms without sex/gender identity designation. Private or gender inclusive single user bathrooms are available in Miles Bibb and West Halls, and on some floors in Linsley Hall.

Current resident students who are interested in a gender inclusive assignment should indicate their preference on their housing application, and email Residence Life (residencelife@framingham.edu) upon receipt of their room selection appointment time to review and select from available gender inclusive rooms in seniority order. Students will not be asked to disclose why they have selected a preference for gender inclusive housing.

Couples involved romantically are discouraged from choosing gender inclusive housing.

5. Full Academic Year Housing – Thanksgiving, Winter and Spring Breaks

Linsley Hall will be open for academic year vacation periods (Thanksgiving, Winter & Spring Breaks) with no additional applications/break charges. Linsley Hall residents may remain in the hall through the academic year and do not need to leave during vacation periods.

Miles Bibb Hall will be open for academic year vacation periods (Thanksgiving, Winter & Spring Breaks) for residents who wish to opt in to this option. There is an additional cost of \$500 for vacation housing in Miles Bibb. Miles Bibb residents will be given the option to opt into the vacation housing option after room selection.

Students selecting the Full Academic Year + Vacation Housing (Thanksgiving, Winter & Spring Breaks) option agree to extend the terms of the Residence Hall License Agreement through the Thanksgiving, Winter and Spring Break vacation periods. Please note: There is no meal plan during the vacation housing period and campus dining services will be available on a limited basis during vacation periods.

All halls, except for Linsley Hall and Miles Bibb Hall, will be closed for Thanksgiving, Winter and Spring Breaks during the academic year.

6. Extended Quiet Hours Floor (Larned Hall)

Students interested in living with others who wish to commit to a quiet floor environment may want to consider the Extended Quiet Hours Floor. This floor will be designated on Larned Hall's 2nd floor. This option is available for individuals willing to commit to an environment with extended quiet hours (8:00 p.m. - 8:00 a.m. Sunday through Thursday).

7. Available Singles Following Single Room Selection

If there are singles or doubles-as-singles available following Single Room Selection, these spaces will be available for selection during Open Room Selection.

VII. Additional Room Selection Guidelines

1. Room Selection Priority Order

In both single room and open room selection processes, the order in which participants will select rooms is determined by a seniority-based lottery system. To determine the order in which rooms will be selected, students are divided into one of four priority levels, according to the number of credit-bearing courses completed plus those currently in progress. This is similar to the class determination for registration as outlined in the University's "Undergraduate Catalog".

Most Seniority

Priority Level I (24 completed courses and above)

Priority Level II (16 – 23 completed courses)

Priority Level III (8 – 15 completed courses)

Priority Level IV (less than 8 completed courses)

Least Seniority

Within each priority level, students are then assigned a random computer-generated selection appointment time. This is the time that selection will first be available to a student on the myResLife portal. Students need not select at this specific appointment time and may select at any time until the close of selection, however, fewer choices will be available as time progresses.

2. Rooms Designated to Accommodate Students with Disabilities

The rooms listed below may be reassigned to students with disabilities if the need arises. Persons without disabilities are free to choose these rooms with the understanding that, should a student with a disability need housing in the future, they would be reassigned. If the need for displacement occurs, every effort will be made to maintain the existing roommate configuration. However, due to space constraints, this cannot be guaranteed.

- West Hall: 203A&B, 303A& B, 316A&B, 403A&B, 416A&B, 503A&B, 516A&B, 603A&B, 616A&B
- Linsley Hall: 102, 104, 211, 311
- Horace Mann Hall: 155, 157, 159, 160
- Peirce Hall: 143, 145, 149, 151
- Miles Bibb Hall (North): 307A&B, 310, 314A&B, 420A&B, 441A&B, 520A&B, 541A&B, 620A&B, 641A&B, 720A&B, 741A&B

3. Anticipated 2021-2022 Residence Hall Room Rates

- Standard/traditional double & multiple occupancy – Horace Mann Hall, Peirce Hall, Larned Hall, and Corinne Hall Towers - \$8,640
- Single occupancy rooms– Horace Mann Hall, Peirce Hall, and Corinne Hall Towers - \$9,240
- Horace Mann Hall Jr. suites - \$9,140 (double rooms); \$9,740 (single rooms)
- Linsley Hall standard/traditional double occupancy (full academic year inc. vacations) – \$9,140
- Linsley Hall single occupancy (full academic year inc. vacations) - \$9,740
- Linsley Hall suite (full academic year) - \$10,140
- Miles Bibb & West Hall double occupancy conjoined rooms - \$9,640
- Miles Bibb & West Hall single occupancy conjoined rooms - \$10,640
- Miles Bibb double occupancy conjoined rooms (full academic year inc. vacations) - \$10,140
- Miles Bibb single occupancy conjoined rooms (full academic year inc. vacations) - \$11,140
- Miles Bibb Hall (North) suites - \$10,640
- Miles Bibb Hall (North) suites (full academic year inc. vacations) - \$11,140
- Double-as-Single premium – Room rate plus \$3,000
- Miles Bibb Vacation Housing (Thanksgiving, Winter, Spring Breaks) option - \$500

Rates provided are estimated for the 2022-2023 academic year. Actual rates subject to change/approval of the Framingham State University Board of Trustees.

There is no housing deposit required, however, students who fill out the application and do not select housing by April 29th will be placed in a room. After April 29th, students will be charged a cancellation fee based on the scale outlined in the Residence Hall License Agreement.

For current rates go to the website [here](#).

VIII. Appendix A: How to Complete the Housing Application

As you progress through the application, click on: '**Save & Continue**' at the bottom of each page. Use the process bar at the top of page, to return to a completed section.

Step 1: Log on to myFramingham

Step 2: Click on "Students" and select "Student Life" from the upper left menu

Step 3: Click on "myResLife Login" located in the Residence Life block

Step 4: Login using your myFramingham username and password

Step 5: Click "Housing Application" on top toolbar. Next page, click "Start Application"

Step 6: Select "Academic Year 2022-2023"

Step 7: Follow the prompts on each page. Click "Save & Continue" at the bottom of each page. Use the process bar at the top of page, to return to a completed section.

(OPTIONAL)

Roommate search: To be included in the roommate search option, complete the **About Me Section** located at the bottom of the Student Information page. You can opt in to displaying your screen name and description in the roommate search feature.

Medical Accommodations: If you are requesting a specific accommodation for a disability/medical reason, check the box located near the bottom of the Medical Information & Accommodations page. Submission information of supportive documentation will be provided on the following application page.

Microfridge Rental: this option is available on the application.

If you have any questions, please contact residencelife@framingham.edu or 508-626-4636

IX. Appendix B: Roommate Groups and Search Options

Roommate Group: You are not required to create a roommate group. If you wish to Create/Join a roommate group, follow the instructions below.

Create a Roommate Group:

- On the Roommate Groups page, click the “Create Group” button.
- Create a group name and password, click Save Group
- Confirm the group by clicking “Verify Group”
- Now, share the group name password with those you want to room with.
- Or, search for roommates by clicking on “Roommates by Details”
- Enter a variable into the filter (screen name, description, gender, age), click “Search”
- Scroll downward to view the list of eligible roommates.
- Select the roommates you like to be added to your group by clicking “Add to Group”. The system will send an invitation the selected parties to join the group.

Join a Roommate Group:

- On the Roommate Groups page, click the “Join Group” option from the list.
- Enter the Group name and password of the group you wish to join.
- Once you join the group, a confirmation email will be sent to the group.

Roommate Search:

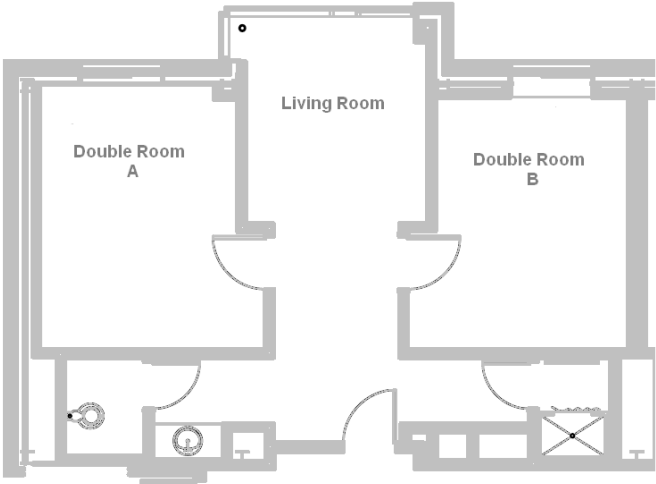
This is optional. To be included in the roommate search option, complete the **About Me Section** located at the bottom of the Student Information page in the application. You can opt in to displaying your screen name and description in the roommate search feature. It is helpful to include your major, music preference and hobbies in your description.

To view potential roommates, go to the Roommates Group page of the application. Enter a variable into the filter field (screen name, description, gender, age), click search. Scroll downward to view the list of potential roommate candidates. Send message from this page to potential roommates.

X. Appendix C: Examples of Suite Floor Plans

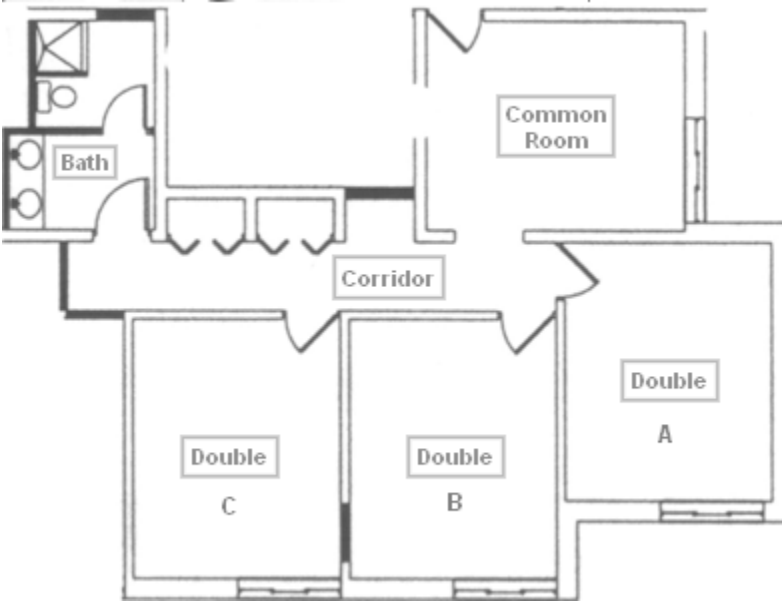
Typical Miles Bibb Hall Suite Floor Plan

1 Living Room, 2 double occupancy rooms, 1 bathroom



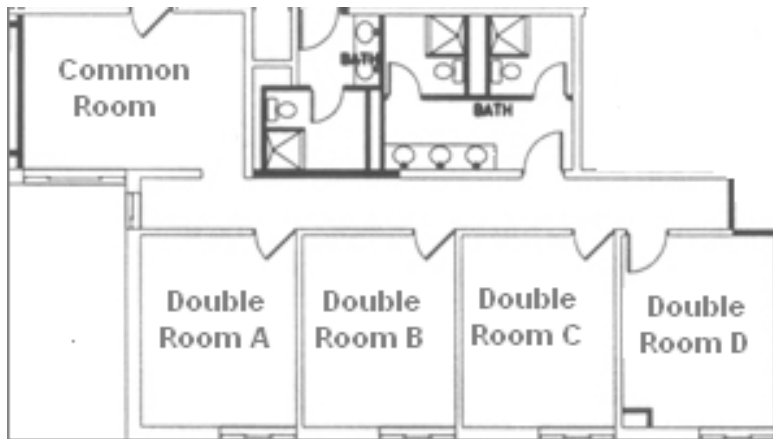
Typical Linsley Hall 6-Person Suite Floor Plan

1 common room, 1 bathroom, 3-4 double occupancy rooms
(Shown: One 6-Person suite layout) Contact Residence Life immediately after selection if interested in Double-as-Single suite.



Typical Linsley Hall 8-Person Suite Floor Plan

1 common room, 1 bathroom, 3-4 double occupancy rooms (Below: 8-Person suite layout). Contact Residence Life immediately after selection if interested in Double-as-Single suite.



Typical Horace Mann Hall Junior Suite Floor Plan

1 common room, 2 double occupancy rooms, 2 single occupancy rooms – no bathroom. Contact Residence Life immediately after selection if interested in Double-as-Single suite.

