The housing selection process will take place in a series of phases, outlined below:

**Phase 1 (rising Seniors-'17 and rising Juniors-'18 only)**

All students that will be enrolled for the 2016-2017 academic year must complete the Returning Resident Housing Application. Beginning early February 2016, students should log in to Inside F&M, click on the “My Info” tab then “My Housing Self-Service”. Click on “Applications” then select Returning Resident Housing Application 2016-2017. Complete and submit the application. Students who do not complete the Housing Application will not be eligible to participate in the upcoming lottery.

Rising seniors that are renewing in their current housing location and students pulled in by a friend should also complete the on line housing application.

Students planning to study abroad in the fall semester 2016 do not need to complete as they will complete when they return spring of 2017.

The first phase of room selection during the month of February will allow students already living in College Row, College Hill or the James Street Properties (JSP) to renew leases for the 2016-2017 academic years. These individuals will be contacted with details on how to renew leases and the various deadlines for renewal. Students who resided in College Row, College Hill or a James Street Property (JSP) in the Fall of 2015 and are now studying abroad Spring 2016 will be given priority to reserve a non-specific bedroom in the College Row, College Hill or a JSP property where they lived prior to going abroad. Contact Shannon Mahoney at College Row at smahoney@campusapts.com, Jessica Settle at Susquehanna Realty at Jessica@susqrealty.com or Lori Foust at lori.foust@fandm.edu for the JSP Properties.

In addition, those who decide to stay in College Row, College Hill or James Street Properties for next year must fill their apartment unit with eligible (enrolled) rising seniors or juniors of their choosing as space permits (Note: this is a condition of lease renewal. Students MUST fill apartments with eligible students in order to renew their lease). This phase of room selection will be complete by the end of February 2016.

**Available for the second year**, rising seniors and rising juniors that have not previously lived in either College Row or College Hill may pursue residence in either location for 2016-2017 **PRIOR** to the lottery. Eligible students may schedule an appointment with the property manager in either location to discuss unit availability. If interested, students MUST fill the apartment with eligible juniors or seniors in order to finalize the lease. The college is continuing the **Responsible Resident Community Program**. The program is designed to help students become good neighbors in the community, learn about hosting a responsible party that helps students make responsible choices about alcohol use and how to responsibly manage serving alcohol and alcohol consumption at parties at your residence. **NOTE:** All rising juniors are required to attend the program to be eligible to live off campus for the 2016-2017 academic years. Dates and times for the Responsible Resident Community sessions will be sent under separate cover to all rising juniors.
NOTE: New College House (NCH) students will receive additional residence selection information from their College House Dean, Suzanna Richter, as their process is slightly different.

Phase 2 (rising Seniors-’17, rising Juniors-’18 and rising Sophomores-’19)

The next phase of the process, also in February, will be for rising seniors, juniors and sophomores who would like to apply to live in one of the available Theme House options. Students that wish to apply for beds in these locations will have an opportunity to do so beginning February 1 through February 29, 2016. Please visit: http://www.fandm.edu/campus-life/housing-dining/housing-resources/theme-special-interest-greek-housing to view the 2016-2017 theme house offerings. Rising seniors and rising juniors will be given priority in the theme house locations. Concurrent with this phase, we will also work with the Greek organizations to determine which student members (rising seniors or juniors only) will reside in those spaces in 2016-2017.

Phase 3 (rising Seniors-’17, rising Juniors-’18 and rising Sophomores-’19)

The third phase of room selection, held in early April, will be an online room selection process.

Random lottery numbers will be issued to those students who have not procured a bed in one of the earlier phases the week of the 21st of March when students return from spring break. Rising seniors will have a higher priority than rising juniors; rising juniors will have a higher priority than rising sophomores.

The online system will then allow students to select an available room, suite or apartment in order of lottery number from the menu of approved housing options. Students will be able to select from available spaces, if any, in the College Houses, Theme Houses, annex locations Thomas or Schnader, college owned West James Street Apartments or the James Street Properties (JSP). Students participating in this phase must "pull in" other rising seniors, juniors or sophomores to fill the selected room, suite or apartment (note: this is a requirement for choosing an apartment via the lottery. Students MUST completely fill the room, suite or apartment with eligible students). Students will have the option to place their name on a wait list if a desired space is no longer available at the time they participate.

Rising seniors and rising juniors may select from any available on campus space (available to members of their house affiliation), theme house, college owned West James apartment or off campus space. Rising sophomores may select from any available on campus space (available to members of their house affiliation), college owned West James apartment or theme house space. Not available to rising sophomores are spaces in College Hill, College Row, Greek affiliated or a JSP property.

The lower level of Schnader Hall is available to eligible students of ANY HOUSE. The first floor of Thomas Hall is available to eligible students of ANY HOUSE. Suites and double rooms on the floors mentioned may contain students from different HOUSE affiliations.
NOTE: Students should form their friend groups carefully. Students will not be permitted to select housing then switch after the lottery without a discussion with the Director of Housing and their House Dean. Student attempts to “game the system” will not be tolerated.

Summary (all students)

Please remember that the requirement that you fill your apartment also applies to those who are renewing leases. For example, if you renew your lease in College Row, but some of your current apartment-mates do not; you MUST fill all vacant spaces with eligible students (members of the Class of 2017 or 2018) in order to finalize your lease. All off campus leases are a 12-month commitment beginning June 1, 2016 (even if you will not be on campus over the summer). Students squatting and staying in a bedroom from a prior semester do not need to move out. Students moving to a new bedroom or unit will need to move out at the end of their lease term (mid May) and will not be able to move back in until the start date of their new lease, June 1, 2016. Students may only sublet to other enrolled F&M students in the summer, if they desire, while following the sublet rules of their apartment complex. Students who choose to sublet cannot move in until June 1st or after. Please understand any damages to the room/unit are the responsibility of the leaseholder and not the sublet student. Collecting a security deposit from the student you sublet to is highly recommended and should be considered.

Finally, our Director of Housing, Lori Foust, will host multiple housing roadshows in each College House in the month of February and March to ensure students understand the lottery process and the housing software used to conduct the lottery. Dining plan selection for the Fall 2016 semester will take place in April and May 2016.

Please feel free to visit:
http://www.fandm.edu/campus-life/housing-dining/residence-selection for more information including a housing cost comparison chart that will be of interest to you and your parents.

Also review financial aid information for off campus housing at:

As we go through the selection process this spring, please know that we will continue to do our best to make sure this entire process is fair and equitable to all students.

NOTE: Students that are in need of a special housing accommodation should visit the Office of Disability Services website at http://www.fandm.edu/office-of-disability-services for more information. The forms needed for a medical accommodation are available on this page.

Please contact Lori Foust at lori.foust@fandm.edu for additional questions after you have reviewed this entire phase outline and/or visited the websites above.