

Housing Application Instructions – New Incoming Students: Fall 2022

Important Dates

- **April 1:** Housing Application Opens
- **July 1:** Deadline to create your Roommate Group - *if you don't create a Roommate Group, you will be matched with a roommate or roommates based on your profile preferences*
- **Mid-to-Late July: Housing Placement** - *you will receive your housing placement and move-in information in your Hamline email address*

General Information

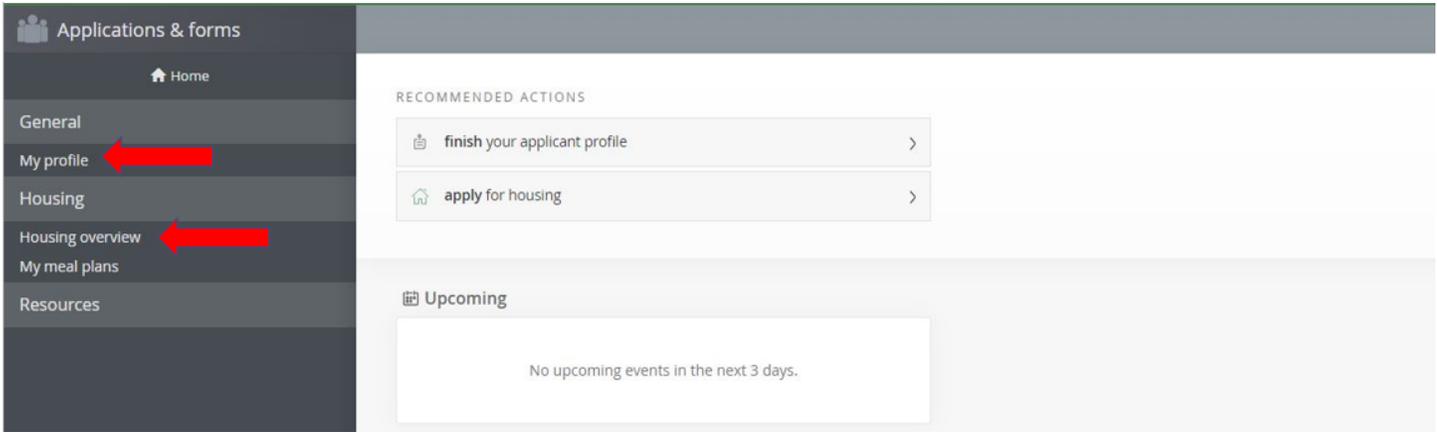
- After you have submitted your enrollment deposit, you will receive two emails from csd@hamline.edu with the following subject lines: Hamline Username and Hamline Initial Password.
- You will be prompted to change your password and respond to security questions. After this, you will be able to log into your eRezLife account at hamline.erezlife.com to complete your housing application.
- Make sure you keep your username and new password in a secure location that is easily accessible to you.
- Your username and password will also be used to log-in to most campus resources, such as on-campus computers, email, WIFI, and online learning tools.
- Hamline student email addresses are created after a student has registered for classes during SOAR (Summer Orientation and Registration).

When you first visit hamline.erezlife.com, you will see this interface. Follow instructions and log-in with your Hamline username and newly created password. If you forgot your password, please reach out to Admission at admission@hamline.edu (651-523-2207). (Do **NOT** click the "Forgot my Password" link).

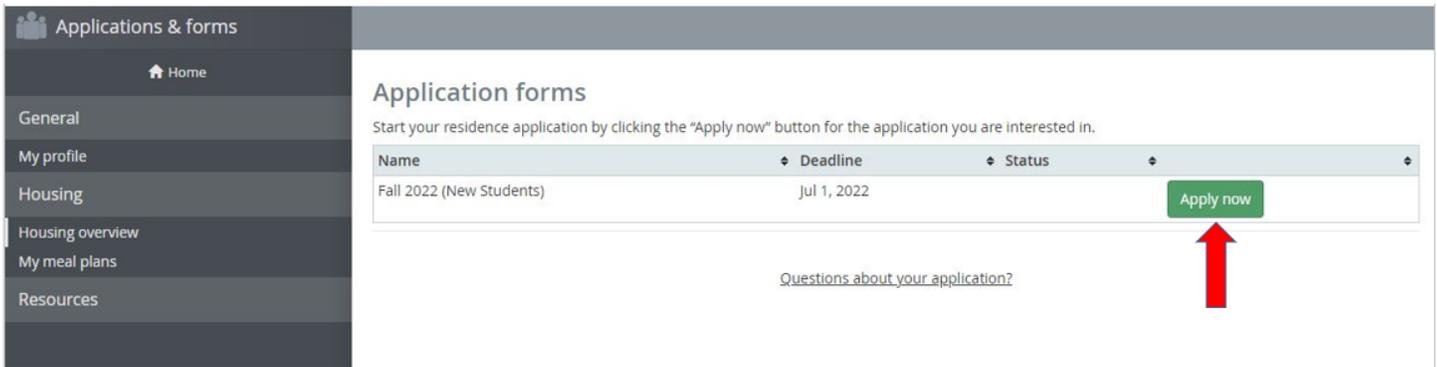
New Students: If you are having problems logging in, please contact the Office of Undergraduate Admission at admission@hamline.edu or by calling 651-523-2207 and they will be happy to assist you! If you forgot your password, please do NOT click on the "Forgot My Password" button - simply reach out to Admissions.

The screenshot shows the eRezLife login page. At the top left is the eRezLife logo with the text 'Residence Management Housing Assignments'. At the top right is the Hamline University logo. The main content area contains a login form with two input fields: 'Hamline username' and 'Password'. Below these fields is a teal 'Sign in' button. At the bottom of the form is a blue link that says 'Forgot my password', which is crossed out with a large red 'X'.

After you log-in, you will see this dashboard. The tables (on the left-hand side of the screen) you will be using are: My Profile and Housing Overview.



You are now ready to apply for housing. Click on “Housing Overview” on the left-hand side of the screen. You will see the application form titled “Fall 2022” and a green “Apply Now” button – click the “Apply Now” button.



If you have not completed your housing profile, you will be prompted to complete this section before proceeding to the housing application form. When completing your profile, you will need to have emergency contact information, your insurance company and policy numbers, doctor information, allergies and current medications, and any healthcare concerns.

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Profile

PERSON
Fisher-Damsgard, Evan

Student ID

Email efisherdamsgard01@hamline.edu

Move-In Date

Move-In Time

Honors Community I am not accepted into the Early University Honors Program.

Emergency Contact First Name

[more](#)

Emergency Contact First Name *

Emergency Contact Last Name *

Emergency Contact Relationship *

Emergency Contact Home Phone *

Emergency Contact Cell Phone *

Emergency Contact Address *

After completing your housing profile, you will select your Residence Hall building preference. When you click on an option in the “Available Residences” section on the left, that option will auto-populate into the “Your preferred residences” section on the right. You can drag the residence options in “Your preferred residences” to change your order of preference.

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Fall 2022 ▲

My roommate profile

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Fall 2022 (New Students)

Application deadline: Jul 1, 2022

Residence building preference Application form Confirm application

Choose where you would most like to live from the list on the left. Rank your selections accordingly from most to least preferred.

Available residences

- On Campus > Apartments
- On Campus > Drew Hall
- On Campus > Manor Hall
- On Campus > Osborn Hall
- On Campus > Peterson Hall
- On Campus > Schilling Hall
- On Campus > Sorin Hall

Your preferred residences

- On Campus > Peterson Hall (first choice)
- On Campus > Osborn Hall
- On Campus > Schilling Hall
- On Campus > Sorin Hall

Save Save and continue

Once you have ranked your preferred residences, you can click “Continue to: Application form>>” on the bottom right of the screen. Note: at the bottom of every page, you will see options to “Save” or “Save and Continue.” If you have to stop, you can always return to the application, as it will be under “Recommended Actions” on your dashboard.

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Save Save and continue

Next is the application form. You will want to complete all questions. Required questions on the application are marked with a red asterisk (*). After completing the application form, click “Continue to: Confirm Application.” On the “Confirm Application” page, carefully review your application details and check off the terms listed, indicating you understand and agree with the statements. Be sure to click “Submit application” at the very end/bottom.

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Fall 2022 (New Students)

Application deadline: Jul 1, 2022

Residence building preference Application form Confirm application

Please review your application details before proceeding.

Your application overview:

- You are applying for Fall 2022 residence
- Your first choice for housing is On Campus > Peterson Hall

To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements.

I have opened, read, understood, and agree to the enclosed [terms & conditions file](#)

I declare all information I have disclosed throughout this application process is correct

Submit application

Please note that schools may use application submission dates to prioritize residence assignments. Any further changes to your application after this point will change the submission date of your application. Updates to your contact information, residence preference, or roommate selection will not change your initial submission date. Updates to your application form, however, will change your initial application submission date.

[Questions about your application?](#)

Once your application has successfully been completed, you will see the confirmation message, along with your receipt number. A copy of the receipt will also be sent to your email address on file.

The screenshot shows a confirmation page titled "Thank you!". It includes a receipt number (#31804) and a submission date of Mar 8, 2022. Below this, there is an "Application overview" section with two bullet points: "You are applying for Fall 2022 residence" and "Your first choice for housing is On Campus > Peterson Hall". It also contains two checkboxes for agreement to terms and conditions, both of which are checked. The left sidebar contains navigation options like "Home", "General", "My profile", "Housing", "Housing overview", "My meal plans", "Fall 2022", "My roommate profile", "Roommate groups", and "Resources".

You will also notice that your housing application "Status" is updated to "Complete" under the Housing Overview tab. You may click the "Withdraw Application?" link if you change your mind about living on-campus. Note: a student can only withdraw their application without acquiring the late fee prior to May 1, 2022. Any withdrawal of a housing application between May 2, 2022 and July 31, 2022 will result in a \$150 late fee. A withdrawal of a housing application between August 1, 2022 and August 25, 2022 will result in a \$250 late fee.

The screenshot shows the "Application forms" page. It features a table with columns for "Name", "Deadline", and "Status". The table contains one entry: "Fall 2022 (New Students)" with a deadline of "Jul 1, 2022" and a status of "Complete". A red arrow points to the "Withdraw application?" link next to the status. Below the table, there is a link for "Questions about your application?". The left sidebar is identical to the previous screenshot.

| Name | Deadline | Status |
|--|-------------|---|
| Fall 2022 (New Students) | Jul 1, 2022 | ✔ Complete Withdraw application? |

Final Tips:

1. The “Bulletins & Resources” section on the left-hand side of the eRezLife website will show you building floor plans.
2. Make sure to complete the “My Roommate profile” before you begin to search for a roommate.
3. The “Roommate groups” option becomes available to you after you complete your housing application.
4. All roommate groups must be completed by July 1, 2022. If you do not complete a roommate group by this date, you will be matched to a roommate or roommate group based on your “My Roommate profile” answers.

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Resources

Filter by title, updated by, note

all tags

Filter

Sort title date

BedLoft Ordering Information

Updated by Troy Schillinger on Jul 6, 2020

Students in the residence halls, with the exception of Sorin Hall and some rooms in Drew Hall, have the option of ordering a furniture set up through BedLoft.

[BedLoft Updated - 2020-21 Email Content.pdf](#)

[BedLoft Updated 2020-21 Staff FAQ.pdf](#)

Floor Plans - Apartments

Updated by Robyn Elliott on Jun 26, 2018

- [Apartments - First Floor - Main.png](#)
- [Apartments - First Floor - West.png](#)
- [Apartments - Second Floor - Main.png](#)
- [Apartments - Second Floor - West.png](#)
- [Apartments - Third Floor - Main.png](#)
- [Apartments - Third Floor - West.png](#)

Floor Plans - Drew Hall

Updated by Robyn Elliott on Jun 26, 2018

- [Drew Hall - First Floor - West.png](#)
- [Drew Hall - Second Floor - East.png](#)
- [Drew Hall - Second Floor - Main.png](#)

Suggested Next Document: Searching for Roommates using RoomeeZ