



Stevens Institute of Technology

Office of Residence Life

Castle Point on Hudson

Hoboken, NJ 07030

OFF: 201.216.5128

FAX: 201.216.8324

EMAIL: Reslife@stevens.edu

WEB: www.stevens.edu/housing

Dear Student:

This letter serves as reminder that as long as you applied for housing by the deadline (April 1) and participate in the Online Room Selection process, you are still **guaranteed housing** for the upcoming year. This is true even if, during the process, you are not able to select a room due to a lack of available beds. **Please keep this email/letter and your emailed housing confirmation as verification.**

Students who are guaranteed housing will be assigned according to lottery number after August 8th. Vacancies become available during the summer as students cancel due to Co-Op, Greek Housing, living off campus, or other personal choices. The Office of Residence Life waits until August to do assignments so we can offer you the greatest number of options based on your housing preferences.

If you have a roommate request, please email us at reslife@stevens.edu and we will make every attempt to honor it. Please include your name and your RMS ID # as well as your requested roommate's name and RMS ID #. *Please be aware that while we do guarantee housing, we are not always able to guarantee your preferred building or roommate.* We will do everything we can to accommodate your request.

If you choose to make alternate housing arrangements before you are assigned a room, you must cancel your Stevens housing application by emailing our office immediately. Once you are assigned a room, a \$350 cancellation fee will apply if you choose not to take the room.

All room assignment notifications will be made via your Stevens email only. Once made, your assignment can also be viewed by logging into RMS.

What we are asking you to do now is the most difficult part of Room Selection: be patient and wait for notification. You will send you a reminder email mid summer but you may not be contacted regarding a specific room until after August 1st. Please be reassured – If you applied by the deadline, you are **GUARANTEED HOUSING**, and unless you cancel with us in writing, you will be assigned a room before the start of the fall semester.

Thank you for your cooperation and patience in this matter. Please feel free to contact us at reslife@stevens.edu if you have questions regarding room selection.

Sincerely,

Trina Ballantyne
Dean, Office of Residence Life