**Reminder! Winter Break**

Due to large scale maintenance projects, select buildings and apartments will be open and available for students to request winter break housing. The 2019–2020 Housing Agreement **does not include the winter break period**, therefore students interested in residing over winter break must first self-select into buildings and apartments that will be open during the break and in the fall apply for winter break housing.

**Closed for Break:** *Phase II*  3\(^{rd}\) Floor Building 4 and 5  
*Phase I*  2\(^{nd}\) Floor West
Housing Cancellation Policy

The fall cancellation request deadline is July 16, 2019. Students with a housing assignment who are no longer interested in residing on-campus must submit a cancellation request form by July 16, 2019.

When submitting a cancellation prior to July 16, a portion of your initial payment is refundable ($40 non-refundable, $300 refundable).
## Room Rate 2019-2020

<table>
<thead>
<tr>
<th>Phase I &amp; II Rates</th>
<th>2018-2019 (This Year) Annual Rate</th>
<th>2019-2020 (Next Year) Annual Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single (in a 2 or 4 bedroom apt)</td>
<td>$9,823</td>
<td>$11,296</td>
</tr>
<tr>
<td>Double (in a 2 or 4 bedroom apt)</td>
<td>$7,587</td>
<td>$8,725</td>
</tr>
<tr>
<td>Triple (in a 2 bedroom apt)</td>
<td>$6,109</td>
<td>$7,025</td>
</tr>
<tr>
<td>Golden Eagles Apartments Rates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Apt (w/ living room)</td>
<td>$9,059</td>
<td>$10,418</td>
</tr>
<tr>
<td>Single Suite (w/out living room)</td>
<td>$8,557</td>
<td>$9,841</td>
</tr>
<tr>
<td>Double Apt.</td>
<td>$7,985</td>
<td>$9,183</td>
</tr>
</tbody>
</table>

**Academic year rate does not include the price for Winter Intersession.**
# Meal Plan Rates 2019-2020

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>2018-19 Rate (This Year)</th>
<th>2019-20 Rate (Next Year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>17 Meal Plan</td>
<td>$3,936</td>
<td>$4,133</td>
</tr>
<tr>
<td>12 Meal Plan</td>
<td>$3,213</td>
<td>$3,374</td>
</tr>
<tr>
<td>10 Meal Plan</td>
<td>$2,813</td>
<td>$2,954</td>
</tr>
</tbody>
</table>
**Begin Online Application:** You are now in the Fall 2019-Spring 2020 Application. This is the welcome screen and the first step in the application process. Click below “Begin Application” to advance to the next step. There are 13 steps in the first part of the process. If you skip steps you will cause an error in the submission and processing of your application.
NEXT STEPS

STEP 3:
Roommate Search Wizard
(March 29-April 11)

Identify Your Roommates(s) on the Housing Portal

What will you need to complete this step? Campus Identification Number (CIN) for Preferred Roommate(s) any friends you plan to request as roommates. Note they MUST have successfully completed Steps 1 through 3 to be qualified to participate in the roommate search and selection (Step 3) process. All eligible students will have an email invitation please confirm they’ve received such invitation.
What is the Roommate Search Wizard?
The Roommate Search feature provides students with the opportunity to request friends as roommates and/or search for potential roommates.

• **Application with Roommates:** If a student is interested in participating in self-selection with a preferred roommate, the student will utilize the Roommate Search Wizard to identify the individual or individuals with whom they wish to share a bedroom. Students who are interested in living together in the same bedroom must complete the roommate search and confirmation process during Step 3 (roommate search wizard) **by 5:00 p.m. April 11th**. All students must have been invited to participate in Housing Selection and confirm a mutual roommate request.

• **Application with Roommates and Housemates:** If a group of students are interested in participating in self-selection with a group of students to select into an apartment together, they will utilize the Roommate Search Wizard to identify the individuals they wish to share an apartment with. Students who are interested in living together in the same apartment must complete the roommate search and confirmation process during Step 3 (roommate search wizard) **by 5:00 p.m. April 11th**. All students must have been invited to participate in Housing Selection and confirm a mutual roommate request.

• **Application without Roommates:** Students may participate in the Housing Application Process as an individual and chose not to requests roommates or housemates. Students will skip Step 3 and await for instructions and opening of Step 4 Self-Selection Process.
Housing Selection Eligibility Criteria

The following conditions outlines a student's eligibility to participate in the housing selection process:

• The student *has* submitted a complete online application/agreement by deadline.
• The student *has* satisfied the required $340 initial payment by deadline.
• The student *has* submitted TB clearance by deadline.
• The student *has* been enrolled at Cal State LA for the entirety of the spring term.
• Student *is* in good financial standing with the University. Outstanding balances or defaults of official payment plans established with the University Collections Office.
• The *does not* have conduct sanctions that have permanently restricted them from residing in university managed properties.

*Only Students who have been invited via email are eligible to move on to Step 3 in the Housing Selection Process.*
Log on to the Housing Portal
Click on 2019-2020 term and then click on “Save & Continue”.

Welcome to the Housing Portal

Please click on the term and click on Save & Continue to begin your application/license agreement.

- Academic Year 2018-19 (Fall, Spring)
- Spring 2018

Please be sure to check your Cal State LA email account for all communication from Housing and Residence Life.
Please add our email account (housing@calstatela.edu) to your contacts, if you have your Cal State LA email account forwarded to a personal email to avoid our emails to be placed in the junk email folder.

Save & Continue
Click On Tab 6, Roommate Search, From the Application Menu
(March 29 @ 3pm-April 11 by 5pm)

The roommate search function will allow you to manage your list of requested and accepted roommates. In order to search for specific predetermined roommates, you will need their campus identification number (CIN) and legal name(s).

There are three ways to find a roommate: search by details, search by profile questions, or browse matching roommates. If you browse matching roommates, this information is entirely based on answers to a profile questionnaire.
Search For Roommate(s) by Details (Name and CIN):

Searching for a predetermined roommate(s) will require you to know their legal name and CIN in order to search for them in the Housing Portal. Only if your roommate(s) have an application on file will they show up in this search field. **IF YOU SELECT AND CONFIRM WITH A INELIGIBLE APPLICANT OR A NEW ADMIT THE ROOMMATE CONFIRMATION WILL BE ADMINISTRATIVELY CANCELLED PRIOR TO SELF-SELECTION.**

Here is where you would view profiles to ensure compatibility and submit a request.

Although you have predetermined your roommate(s), you must request one another and accept those requests to be paired as roommates. (In other words, it must be mutual.)

**Note: You may only select students who have submitted their Online License Agreement, $ 340 Payment, and TB Clearance by the deadline making them eligible to participate in the Housing Process.**
Search For Potential Roommate(s) by Profile Questions:

You can search for roommates utilizing one or more of the student profile questions. This function will allow you to identify potential roommates based on their answers. For example, if study or sleep habits are a major factor for you when searching for a roommate, you may select related questions to search for students who are the most compatible to you in those specific areas only. If any of the roommates listed interest you, you may submit a roommate request. A roommate request goes directly to a student’s Cal State LA email, notifying them that another student has requested them as a roommate. Students receiving roommate notification emails must re-enter the Housing Portal to accept that roommate request in order to confirm a mutual agreement.

*We recommend monitoring your email for requests from other students and/or confirmations of your requests to other students.*

**IMPORTANT:**

IF YOU SELECT AND CONFIRM WITH A INELIGIBLE APPLICANT OR A NEW ADMIT (FRESHMAN/TRANSFER/NEW GRAD) THE ROOMMATE CONFIRMATION WILL BE ADMINISTRATIVELY CANCELLED PRIOR TO SELF-SELECTION.
Search By Suggested Roommates (Compatibility Matching):

This option allows you to view how you compare with other students in the system. The list will provide suggestions based on how you and other participants answered the student profile questions. These suggestions are offered as a tool to assist you in searching for matches.

If you are interested in any of the suggested roommate matches, you may submit a roommate request to email the student. Students receiving roommate notification emails must re-enter the Housing Portal to accept that roommate request in order to confirm a mutual agreement.

_We recommend monitoring your email for requests from other students and/or confirmations of your requests to other students._

**IMPORTANT:**
If you select and confirm with an INELIGIBLE APPLICANT OR A NEW ADMIT (FRESHMAN/TRANSFER/NEW GRAD) THE ROOMMATE CONFIRMATION WILL BE ADMINISTRATIVELY CANCELLED PRIOR TO SELF-SELECTION.
How To Submit A Roommate Request:

Whether you are requesting a predetermined roommate or using the roommate search functions to find your match, once you’ve identified a roommate of interest you must submit a roommate request.

A roommate request goes directly to a student’s Cal State LA email notifying them that another student has requested them as a roommate.

Students receiving roommate notification emails must re-enter their Housing Application on the Housing Portal to accept the request.

Note: only accepted requests will create a confirmed roommate for the Housing Assignment Process. If you fail to request a roommate or accept a roommate request, you will not be linked to your roommates in the system, which will prohibit your chances of being placed together. In other words, if you miss this step, you won’t be able to live together.
How To Accept A Roommate Request:

Your list of roommate requests will show up in the Roommate Search step tab as **Requested Roommates**. If you are the recipient of a roommate request, you will see the “Accept Request” and “Decline Request” links by the requester’s name. We recommend reviewing the profile of your requester prior to accepting any roommate requests.

To accept the request, click on “Accept Request.” Once you have accepted the request, you will be a confirmed roommate of the requester and officially linked in the system for the Housing Assignment Process.

To decline the request, click on “Decline Request.” Once you decline a request, it will send a notification to the requester that you have declined their roommate request.
Take One Last Look At Your Roommate Search Main Page

Before the roommate search tab closes on April 11, 2019, please review your roommate search main page to verify you have finalized and confirmed all requested roommates of choice. Your mutually confirmed roommates will show up under Added Roommates. These are the roommates you will participate in the Housing Assignment Process with in Step 4. Roommate(s) who remain under Requested Roommates past the April 11th deadline cannot be confirmed during or after the Assignment process (Step 4).