Roommate Matching Instructions for Room Selection

Students participating in Room Selection have three options for Roommate Matching. Students are able to choose any of these options, but each choice has considerations for a student in order to fully participate in the roommate matching process and/or to protect your privacy if you don't want to participate.

1. Do nothing about roommate matching and choose a room without searching the roommate listing or making a match. Room Selection can be as easy as doing nothing and just picking a room. *But other students may still see you in the listing of potential roommates, and if you don't want that, you need to change one setting in MyHousing.*
      a. Log in to MyWCU -> MyHousing -> MyHousing
      b. Choose Personal Information -> Roommate Profile.
      c. To make your profile private, choose "Yes," then Submit My Personal Profile. Now other students won't be able to search for you.

2. Search a listing of all students of the same gender who are eligible for Room Selection in order to make a match.

    a. Complete profile information *for yourself* in MyHousing -> Personal Information -> Roommate Profile. There are questions that students can use to identify lifestyle preferences for themselves, and are searchable as students look for roommates. Be sure to scroll through the entire screen and complete all information. For "Make Profile Private", choose "No" so that you will appear in the listings. You can always come back and change this later once you have completed this process or if you change your mind about participating.
    b. Answer questions RM1 – RM5 in MyHousing -> Personal Information -> Update Information.
    c. Check back often to search through the listings under Room Selection -> Roommates/Suitemates -> Advanced Roommate Search as more students complete their profile information over the next week. We recommend that you <u>do not</u> click "Request this student" as you go through this list with the intention of just looking at your options. **There is contact information available for people who wish to be contacted, and we recommend you reach out to them by their contact method first. If you to click "Request this Student", the system sends an e-mail that makes a roommate match request.**
    d. Finalize the match by choosing each other. (See next section.)

3. Match with someone you already know

    a. Click on Room Selection -> Roommates/Suitemates.
    b. You can find your roommate request in the system by typing in their name or WCU e-mail address. Note: Only current residents who are eligible for Room Selection will be eligible to be chosen.
    c. Confirmation e-mails are sent when the roommate matches are complete. You will also see "Your roommate group is fully matched." on the screen.

If you have any questions, please let us know by calling 610-436-3307.