



Based on your feedback, the Office of Residence Life has revised the housing assignment process for returning students for 2008-2009. Please take a few minutes and read through all of the information contained in this document, including the timeline and instructions for the *Single Rooms and Deluxe Suites Priority Selection Process* and the *Standard Rooms Priority Selection Process*. In addition, all information and the housing contract will be posted online at www.aurora.edu/reslife on February 1, 2008.

GENERAL INFORMATION

1. In order to be eligible to select a residence hall room at Aurora University during either of the priority processes, students must meet the following criteria:
 - ❖ Students must have a zero balance on their student account upon receipt of the housing contract by Residence Life;
 - ❖ Students must have a minimum cumulative GPA of 2.00 upon receipt of the housing contract by Residence Life. This is based upon and verified by the Fall 2007 cumulative GPA as reported by the official records of the University; and
 - ❖ Students must be in good disciplinary standing with the Office of Residence Life and Aurora University, defined as having less than two violations of the alcohol policy; no violations of the controlled substance policy; all sanctions complete for alcohol violations; and not currently on residence hall probation.

Students are expected to maintain the above criteria for the duration of the current 2007-2008 academic year, as follows:

- ❖ Students must maintain a zero balance, as verified on May 2, 2008 and on August 25, 2008;
 - ❖ Students must maintain a cumulative 2.00 GPA through August 25, 2008; and
 - ❖ Students must remain in good disciplinary standing through August 25, 2008.
2. Those students not meeting the eligibility criteria may submit a housing contract and deposit in order to be placed in a housing wait pool; however, a housing assignment is not guaranteed.
 3. All current residents wishing to take part in either the *Single Rooms and Deluxe Suites Priority Selection Process* or the *Standard Rooms Priority Selection Process* will be required to submit a housing contract and a \$150 NON-REFUNDABLE deposit by the date indicated for the process. This deposit will be applied to your student account as pre-payment of your fall on-campus housing cost.
 4. Eligible students who fail to submit both a contract and the \$150 room reservation deposit by the indicated deadlines will be placed in a housing wait pool and assigned a room on a space-available basis.
 5. The \$150 deposit may be applied **only** to your Fall 2008 tuition costs, if you cancel your housing contract, in writing, by June 1, 2008. Cancellation past that date will result in the forfeiture of this deposit.
 6. Students applying for a Resident Assistant position must submit a housing contract and deposit, in addition to meeting the criteria listed above.
 7. The Office of Residence Life expects to be able to provide a fall housing assignment to all students who meet the priority requirements and deadlines. However, this is not guaranteed.

SINGLE ROOMS AND DELUXE SUITES PRIORITY SELECTION PROCESS

1. Single rooms are available in Davis, Jenks, Memorial, and Wilkinson Halls. AU offers a minimum of 31 single rooms, 25 on female floors and 6 on male floors.
2. AU offers thirteen 4-person deluxe suites and one 5-person regular suite in Jenks Hall, for a total of 57 available spots.

3. You must submit your \$150 room reservation deposit to Student Accounts and staple your Student Accounts receipt to your housing contract. Submit your contract and receipt to the Residence Life Office Manager in the lower level of Wilkinson Hall. **To be a part of the Single Rooms and Deluxe Suites Priority Selection Process, you must submit your housing contract and deposit receipt to the Residence Life Office Manager by 4:00 PM on Monday, February 18, 2008.** Contracts will be available online starting February 1.
4. Points will be awarded to each individual based on earned semester hours (as recorded by the Registrar's Office at the conclusion of Fall 2007) and GPA. Point ties will be ranked according to a random drawing by Residence Life Staff.
5. Points for semester hours will be awarded as follows:
 - a. 0-29 semester hours = 1 point
 - b. 30-59 semester hours = 2 points
 - c. 60-89 semester hours = 3 points
 - d. 90 + semester hours = 4 points
6. Points for GPA will be awarded as follows:
 - a. 0.00-1.99 = 0 points/ineligible
 - b. 2.00-2.49 = 1 point
 - c. 2.5-2.99 = 2 points
 - d. 3.00-3.49 = 3 points
 - e. 3.50-3.99 = 4 points
 - f. 4.00 = 5 points
7. **Letters notifying you of your total number of points and your ranking in the process will be sent through campus mail on Thursday, February 21, 2008.** You will be notified if you are not eligible to take part in the Single Rooms and Deluxe Suites Priority Selection Process as a result of not meeting the criteria listed at the beginning of this document.
8. **The Single Rooms and Deluxe Suites Priority Selection Process will take place at 2:00 PM on Tuesday, February 26, 2008 in the Perry Theater.**
 - a. Doors will open at 1:30 PM.
 - b. Students will be called to the stage based on ranking, starting with number 1.
 1. With deluxe suites, the first priority will be for groups of 4 (or 5) that will be filling the suite. If you are selecting a deluxe suite, please make sure that your intended roommates are standing with you in line. They must have a ranking number as an indication of their eligibility to participate in the process.
 2. Your order in the process is determined by the individual with the "best" ranking number in the group.
 3. If you do not have a full group of 4 (or 5), you will have the opportunity to select a deluxe suite once all full groups have passed through the process. If you are selecting a deluxe suite and do not have roommates in mind, you may meet others at the room sign up event with whom you want to live or others may choose to sign up for the vacant spot in your suite through this process.
 - c. If you or your intended roommate(s) are unable to attend the Single Rooms and Deluxe Suites Priority Selection Process, you may have a proxy select your room, using the process described later in this document.
 - d. All individuals participating in the process **MUST** bring their valid AU ID card.
 - e. Individuals will have the opportunity to review floor plans to see the single rooms and deluxe suites that are available at their turn.
 - f. Individuals will then sign up for the room of their choice as directed.
9. Students will **not** be excused from class to attend the Single Rooms and Deluxe Suites Priority Selection Process. That is the reason for the proxy process described later in this document.
10. If you sign up for a deluxe suite without a roommate and the vacancy in that room is not filled through the Single Rooms and Deluxe Suites Priority Selection Process, the vacancy will be available for future selection.

11. It is anticipated that the demand for single rooms will far exceed the number of single rooms available on campus. Those students not able to select a single will be able to take part in other room selection activities. Students unable to select a single can remain on a wait list for single rooms. As single rooms become vacant, those on the wait list will be notified of the vacancy and asked if they would like to accept the room assignment.
12. If, for some reason, you miss the Single Rooms and Deluxe Suites Priority Selection Process and were eligible to participate, you may stop by the Office of Residence Life during business hours between Thursday, February 28-Thursday, March 20, 2008 to pick a still-available spot in a single or deluxe suite.

STANDARD ROOMS PRIORITY SELECTION PROCESS

1. Standard rooms are defined as doubles, triples, quads, and standard suites, and are available in all halls. Please note that several residence hall floors are reserved for freshmen, and, thus, will be unavailable during the Standard Rooms Priority Selection Process.
2. You must submit your \$150 room reservation deposit to Student Accounts and staple your Student Accounts receipt to your housing contract. Submit your contract and receipt to the Residence Life Office Manager in the lower level of Wilkinson Hall. **To be a part of the Standard Rooms Priority Selection Process, you must submit your housing contract and deposit receipt to the Residence Life Office Manager by 4:00 PM on Thursday, March 20, 2008.** Contracts will be available online starting February 1.
3. You will be notified if you are not eligible to take part in the Standard Rooms Priority Selection Process as a result of not meeting the criteria listed at the beginning of this document.
4. **The Standard Rooms Priority Selection Process will take place at 2:00 PM on Friday, March 28, 2008 in the Crimi Auditorium.**
 - a. Based on your feedback, this process will be first come, first served.
 - b. One line will form outside the auditorium. You will receive a number based on your order in line.
 - c. If you have a roommate(s) in mind, please arrive together and make sure that you are standing together. Since your number indicates your order in the room selection process, if you and your intended roommate(s) do not have consecutive numbers, you will not be able to sign up for your room at the same time.
 - d. Doors will open at 1:30 PM.
 - e. If you or your intended roommate(s) are unable to attend the Standard Rooms Priority Selection Process, you may have a proxy select your room, using the process described later in this document.
 - f. Floor plans will be available for your review so that you can see which rooms are available.
 - g. Individuals will then sign up for the room of their choice as directed.
5. Students will **not** be excused from class to attend the Standard Rooms Priority Selection Process. That is the reason for the proxy process described later in this document.
6. If you sign up for a room without a roommate and the vacancy in that room is not filled through the Standard Rooms Priority Selection Process, the vacancy will be available for future selection.
7. If, for some reason, you miss the Standard Rooms Priority Selection Process and were eligible to participate, you may stop by the Office of Residence Life during business hours between Monday, March 31-Friday, April 11, 2008 to pick an available room.

IF YOU ARE UNABLE TO ATTEND-THE PROXY PROCESS

A proxy is written permission that you give to another student to sign you up for a room. If you are unable to attend a room selection event (Single Rooms and Deluxe Suite Priority Selection Process or Standard Rooms Priority Selection Process), your proxy can select a room for you. To select a room assignment using a proxy, you must:

1. Pick up a proxy form from the Office of Residence Life or online at www.aurora.edu/reslife.
2. You may proxy for only one other student. A student cannot serve as the proxy for more than one student.
3. Your chosen proxy must bring the completed proxy form to the room selection event.
4. Your chosen proxy must also bring his/her own valid AU ID.
5. Incomplete proxy forms **will not** be accepted.

SPECIAL INFORMATION FOR COMMUTERS WANTING TO LIVE ON CAMPUS

1. Commuter students interested in selecting a residence hall room assignment must follow the same deadlines and processes described in this document. Should you have questions about the processes, please contact the Office of Residence Life at (630) 844-5446.
2. Commuters will not submit a \$150 room reservation deposit; instead they will need to submit a \$100 damage deposit when submitting the housing contract. If you have previously lived on campus and your original deposit was refunded, you will need to submit a new damage deposit; if your original deposit was not refunded, please contact the Office of Residence Life for assistance in checking on the availability of the deposit at 630-844-5446.

TIMELINE FOR FALL 2008 HOUSING

- Fri, 1/25/2008 Information on Fall 2008 Housing out to all students
- Fri, 2/1/2008 Housing contracts available online
- Mon, 2/18/2008 *Deadline to submit contracts for Single Rooms and Deluxe Suites Priority Process***
- Thu, 2/21/2008 Notification of ranking for Single Rooms and Deluxe Suites Priority Process Sent
- Tue, 2/26/2008 *Single Rooms and Deluxe Suites Priority Process, 2:00 PM, Perry Theater***
- Thu, 3/20/2008 *Deadline to submit contracts for Standard Rooms Priority Process***
- Fri, 3/28/2008 *Standard Rooms Priority Process, 2:00 PM, Crimi Auditorium***

2008-2009 ROOM & BOARD RATES

DAVIS HALL

Single \$2080
 Standard double, triple, quad \$1965

JENKS HALL

Standard single, double, triple, quad, suite \$1617
 Deluxe suite w/o AC \$1965
 Deluxe double, suite \$2080

MEMORIAL HALL

Single \$1965
 Double, triple w/AC \$1785
 Standard double, triple, quad \$1617

WILKINSON HALL

Single \$1965
 Standard double, triple, quad \$1617

WATKINS HALL

Standard double, triple, suite \$1785

BOARD RATES

Flex Plan (10 meals weekly with \$360 points per semester) \$2237
 Premium Plan (19 meals weekly with \$90 points per semester) \$2075
 Deluxe Plan (14 meals weekly with \$90 points per semester) \$1985
 Basic Plan (9 meals weekly with \$60 points per semester) \$1825