

# Fall 2019 – Spring 2020 Current Student Housing Lottery Tutorial

OFFICE: PAMELA & EDWARD CLARK HALL

PHONE: (817)257-7865

EMAIL: [HOUSING@TCU.EDU](mailto:HOUSING@TCU.EDU)

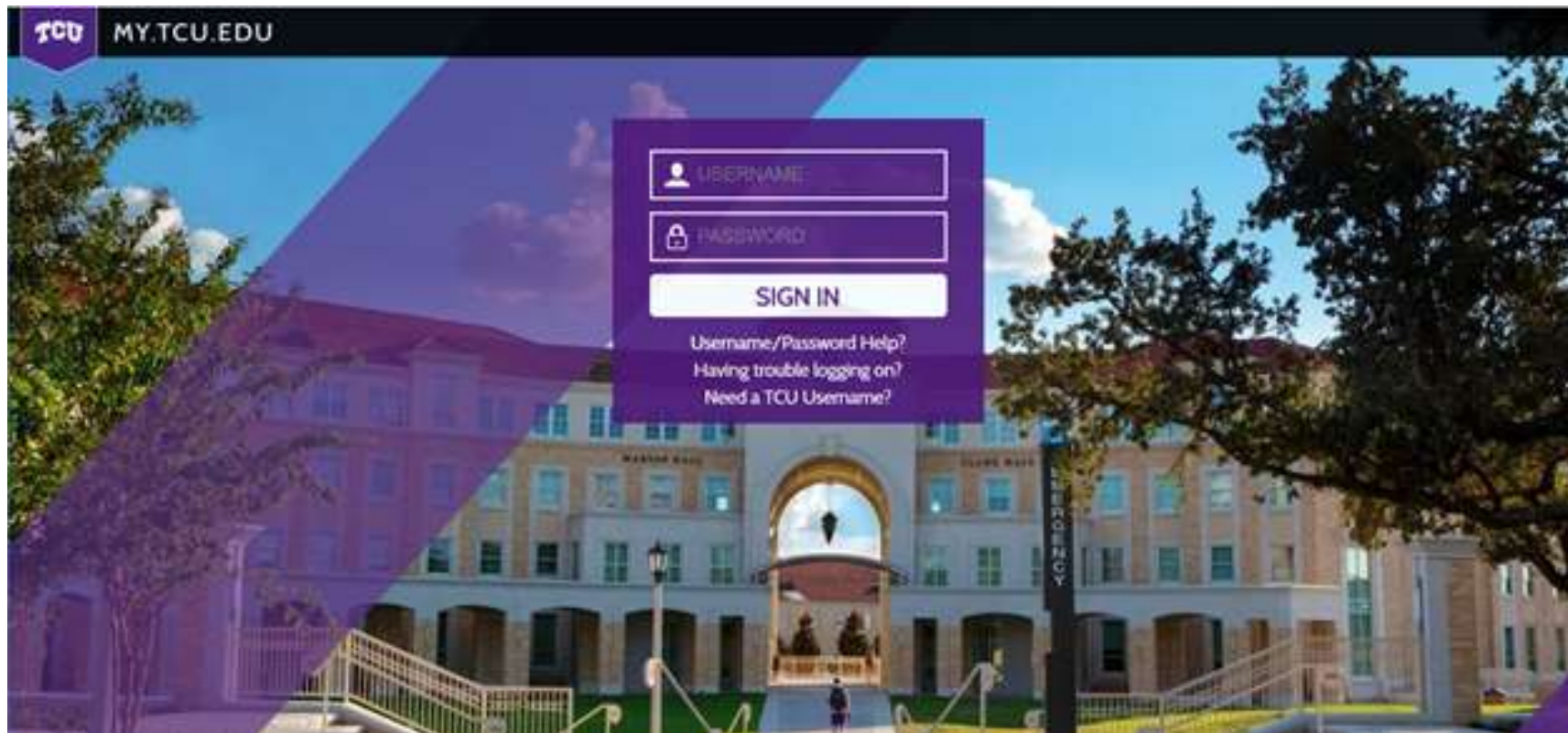
WEB: [WWW.HOUSING@TCU.EDU](http://WWW.HOUSING@TCU.EDU)




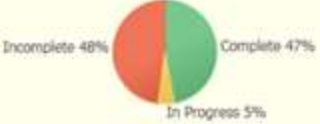













STUDENT  
AFFAIRS

Housing & Residence Life

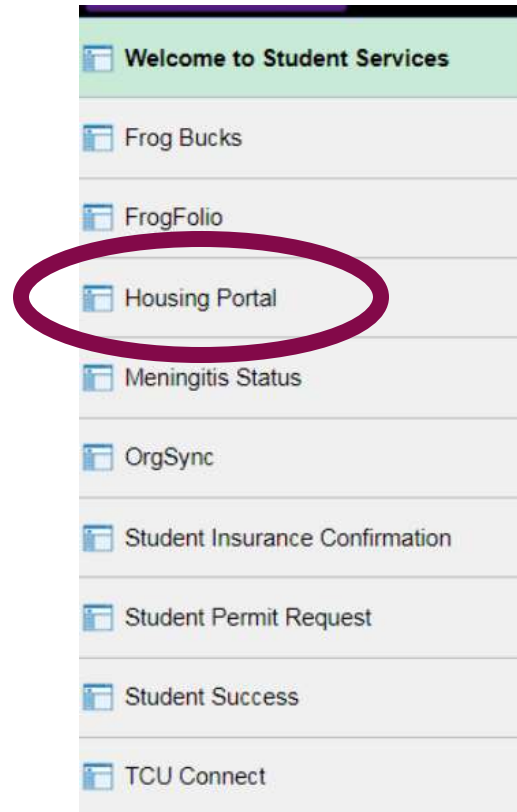
# Log into my.tcu.edu



# Click on the Student Services icon

<b>My Employee Center</b> 	<b>Academic Progress</b>  <p>Incomplete 48% Complete 47% In Progress 5% 47% Complete</p>	<b>Academic Records</b> 	
<b>Financial Aid</b> 	<b>Manage Classes</b> 	<b>Profile</b> 	<b>Tasks</b>  1 Holds
<b>Technology</b> 	<b>Student Account</b> 	<b>Helpful Links</b> 	<b>Email</b> 
<b>TCU Online</b> 	<b>Grant Access to Others</b> 	<b>Student Services</b> 	<b>Watch Fluid Tutorial</b> 

# Click on the Housing Portal link



Click on the Housing Application link  
at the top of this page

[Home](#)

[Housing Application](#)

[RA/CRA Application](#)

## Social Media

Tweets by @TCU\_Housing

## Welcome



To continue with the **Fall 2019-Spring 2020 Housing Lottery**, please click on the **Housing Application link** at the top of the page.

**If you need assistance, please CALL our office at (817)257-7865!!!!**

# Click on the Academic Year

[Home](#) [Housing Application](#) [RA/CRA Application](#)

## Term Selector



To continue, please select the academic year and click "Save & Continue" at the bottom of this page.

- Academic Year 2019-2020
- RA/CRA Application 2019-2020

[Save & Continue](#)

# Click on the Room Selection tab

Housing Application Menu | Applying for **Academic Year 2019-2020 - Junior**

Application Information



**Room Selection**

# Room Selection

**Step 1: Click on a hall below to search for availability in that community.**

**Step 2: Click on a room below and then click "Save & Continue". If no rooms are available, please return to the previous page and search a different hall.**

**Step 3: Click on each space below for yourself and your roommate group members (if applicable) and then click "Save & Continue".**

**Step 4: Select your space in the "My Bed" drop down box. Select a space for each of your Roommate Group members (if applicable) and then click "Reserve Beds".**

Special notes:

- Commons Built Single is a private bedroom/private bathroom suite.
- Commons Closed Double includes a private living room inside the suite.
- Commons Open Double does not include a living room.
  
- GrandMarc "even" numbered units are located in the North tower.
- GrandMarc "odd" numbered units are located in the South tower.
  
- PE Clark will be a community of incoming freshmen and continuing students.
  
- Village East apartments are located on McCart and Sandage avenues. To determine the street location, please look at the letter after Village East. (ex: Village East S2809 is located at 2809 Sandage Avenue) - Cable and Internet must be purchased separately. For more information or photos, please visit: [www.villageeasttcu.com](http://www.villageeasttcu.com).

**Building** > Room > Rooms > Beds





Click on a Residence Hall and then  
click “Save & Continue”

[Commons - Carter Hall](#)

[Commons - King Hall](#)

[Commons - Samuelson Hall](#)

[Commons - Wright Hall](#)

[GrandMarc](#)

[Sandage/McCart Apartments - McCart](#)

[Sandage/McCart Apartments - Sandage](#)

[Tom Brown/Pete Wright - Britain Hall](#)

[Tom Brown/Pete Wright - Fish Hall](#)

[Tom Brown/Pete Wright - Herndon Hall](#)

[Tom Brown/Pete Wright - Mabee Hall](#)

[Tom Brown/Pete Wright - Mullins Hall](#)

[Tom Brown/Pete Wright - Walker Hall](#)

[Village East](#)

[Worth Hills - Hays Hall](#)

[Worth Hills - Marion Hall](#)

[Worth Hills - PE Clark Hall](#)

# Click on a Room and then click "Save & Continue"

## Room Selection

(Step 10 of 14)

Building > **Room** > Rooms > Beds

Tom Brown/Pete Wright - Britain Hall

**Click on any option below and then click "Save & Continue".**

**For questions, please CALL Housing & Residence Life at (817)257-7865.**

Room
Britain 101
Britain 103
Britain 202
Britain 204 - ADA Apartment
Britain 304 - ADA Apartment

**Save & Continue**

# Click on “My Bed” and then click “Reserve Beds”

## Room Selection

(Step 9 of 13)

[Building](#) > [Room](#) > [Rooms](#) > **Beds**

Worth Hills - Hays Hall - Hays 025 (Quad)

**\*\*You are given 30 minutes to assign yourself.\*\***

**Please select your space from the drop down below and then click "Reserve Beds". Once you do that, your assignment is confirmed and you will not be able to change it on-line.**

**If you have any questions, please CALL Housing & Residence Life at (817)257-7865.**

29:53

Select the bed you would like to have.

My Bed:

# Assignment Information...return to this page to view details about your Room and/or Roommate(s)

## Assignment Information

- Your room and roommate information will be posted here.

(Step 10 of 12)

**.StarRez, .test2**

**Term:** Academic Year 2019-2020

**Dates:** 8/24/2019 - 12/21/2019

[Enter custom text here]

[Save & Continue](#)

# Cancellation Policy

To **request a cancellation of your housing**, please email **Housing & Residence Life** at **housing@tcu.edu** with your name, TCU ID# and reason for cancellation.

**ASSIGNMENT CANCELLATION POLICY** *(Cancellation fees do not apply to students who withdraw from TCU)*  
\*\*If I have not been assigned at the time of my cancellation, I will not be assessed a cancellation fee.\*\*

<u>Cancellation Schedule</u>	<u>Fall Housing Selection</u>	<u>Spring Housing Selection</u>
Before February 15	No Cancellation Fee	No Cancellation Fee
February 16 – April 30	\$1,000 Cancellation Fee	No Cancellation Fee
May 1 – June 1	\$2,000 Cancellation Fee	\$1,000 Cancellation Fee
June 2 – July 1	\$3,000 Cancellation Fee	\$2,000 Cancellation Fee
July 2 – Move-In	\$4,000 Cancellation Fee	\$3,000 Cancellation Fee
After Move-In	Full Semester Charges	Full Semester Charges

I understand that this is a **FULL ACADEMIC YEAR** housing agreement and I cannot move off campus for the spring semester while remaining a TCU student (unless I meet one of the approved criteria below).

\*Participation in a TCU Study Away Program

\*Marriage (copy of valid marriage license required)

\*Moving Home to live with my parent or legal guardian in Fort Worth

\*Withdrawal

\*Graduation