

## CONNECTICUT COLLEGE

## Selecting a Roommate for a Double Room

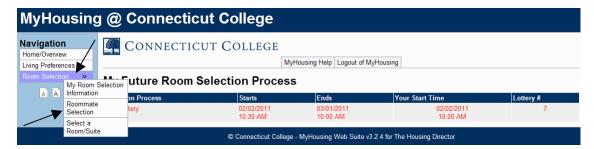
Log into MyHousing, if you have questions please see "Logging into MyHousing"

Click "Login" under "MyHousing"



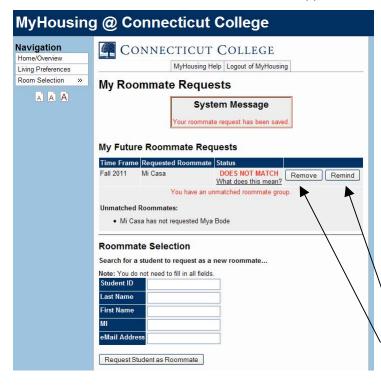
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Once in "MyHousing," hover over "Room Selection" on the left and click on "Roommate Selection"



Once in "Roommate Selection" (right) you can search for the person you wish to request be your roommate by their Student ID #, Last Name, First Name, Middle Initial or eMail Address.

Once you have entered some of their information, click "Request Student as Roommate" and the screen below will appear.



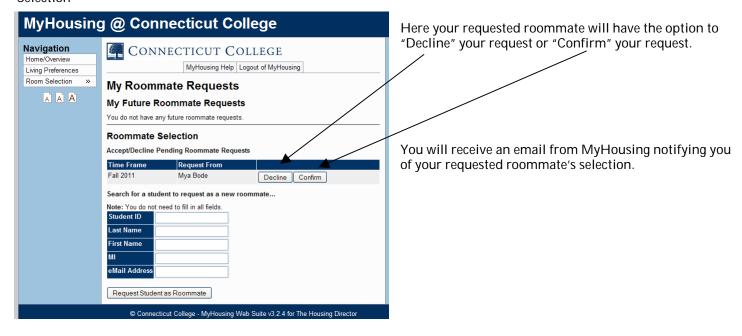


MyHousing will email the person you have requested to be your roommate letting them know to log into MyHousing and confirm you as their roommate.

If you need to remind this person to confirm you as a roommate you may do through MyHousing.

If you do not wish this person to be your roommate you may remove them from your roommate requests.

When your requested roommate logs into MyHousing this is what they will be presented with under "Roommate Selection"



After clicking "Confirm" on the screen above, both roommates MyHousing screens will indicate that the roommate request "Matches." No further action is needed to solidify roommates.

Either roommate may return to "Roommate Requests" and make changes at any time prior to your housing assignment being made.

\*\*Please note that if you are participating in Sophomore Doubles Lottery, you will only be eligible for double rooms and therefore should only have "matched" with one roommate. MyHousing will allow you to become roommates with up to 3 other people because "Roommate Requests" is also what is used for "Group Housing."

