Online Room Selection
2012-2013
John Carroll University
If you have any questions regarding the contents of this document or are confused by any of the steps required to participate in online room selection, please contact our office at 216-397-4408.

Step by Step 2012-2013 Online Housing Selection Instructions
- Apply online Feb 24 to Mar 1
- Apply online for Housing Selection
- MyHousing Online Housing Selection
- Selecting Roommates & Things to Remember
- Room Selection Numbers and the Selection Process

Apply Online for Housing Selection – Prerequisite for Participation!!

Getting Started: All online housing services are provided using a system called MyHousing. You will use various parts of MyHousing to complete your housing application, accept your housing agreement, submit preferences, select roommates, etc. To access MyHousing, you must know your Banner ID and PIN number and go to www.jcu.edu/BannerWeb to login.

To start the process: You would complete your login, select Registration & Academic Services, Residence Life, MyHousing, then begin with the apply online login.
Select the application you wish to begin.

Once in the apply online section, you must read and electronically accept your housing agreement. This step is **required before you can participate in any part of the room selection online.**
After you accept your housing agreement you must complete your personal preferences. This step is **required before you can participate in any part of the room selection online.**

Next you must select a dining plan. This step is **required before you can participate in any part of the room selection online.** During the room selection phase, if you select and secure a JCU Duplex, please contact Residence Life if you would like to remove your dining plan. Students who reside in the JCU Duplexes are not required to have a dining plan.
AFTER YOU HAVE COMPLETED ALL THE STEPS IN THE APPLY ONLINE PROCESS, THIS SCREEN WILL APPEAR. If it does not appear, you have not completed the process. This step is required before you can participate in any part of the room selection online.
Please note: If you need a special housing accommodation, please contact the Office for Services for Students with Disabilities at (216) 397-4967.

Before you can participate in any part of the room selection online, you must accept your housing agreement online.