

UCM[®]

HOUSING

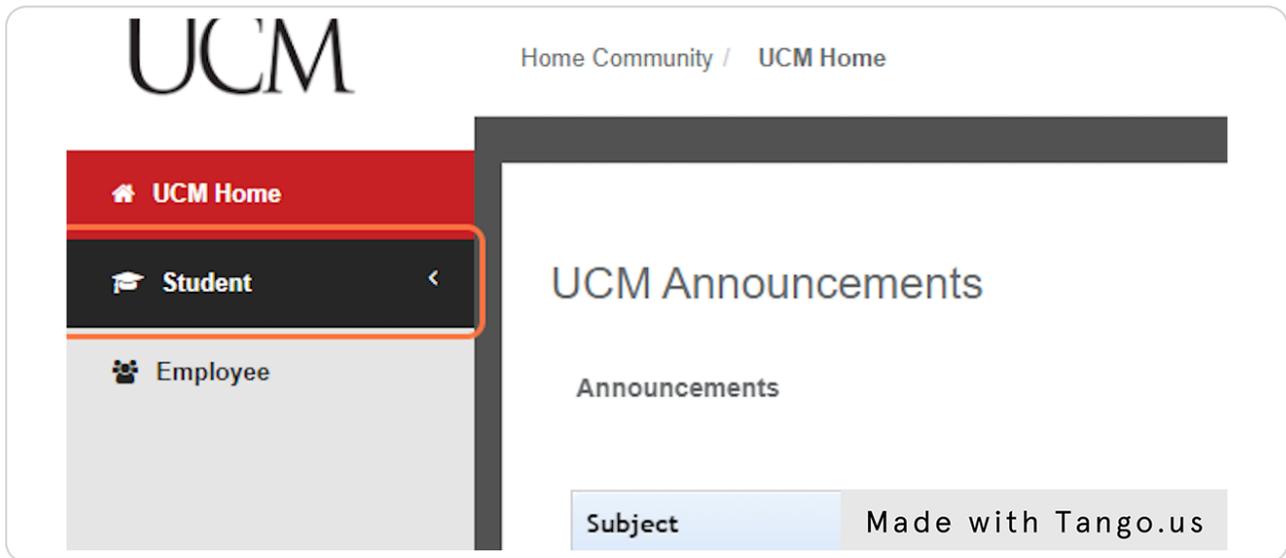
Setting Your Roommate PIN and Privacy Settings

STEP 1

Login to MyCentral

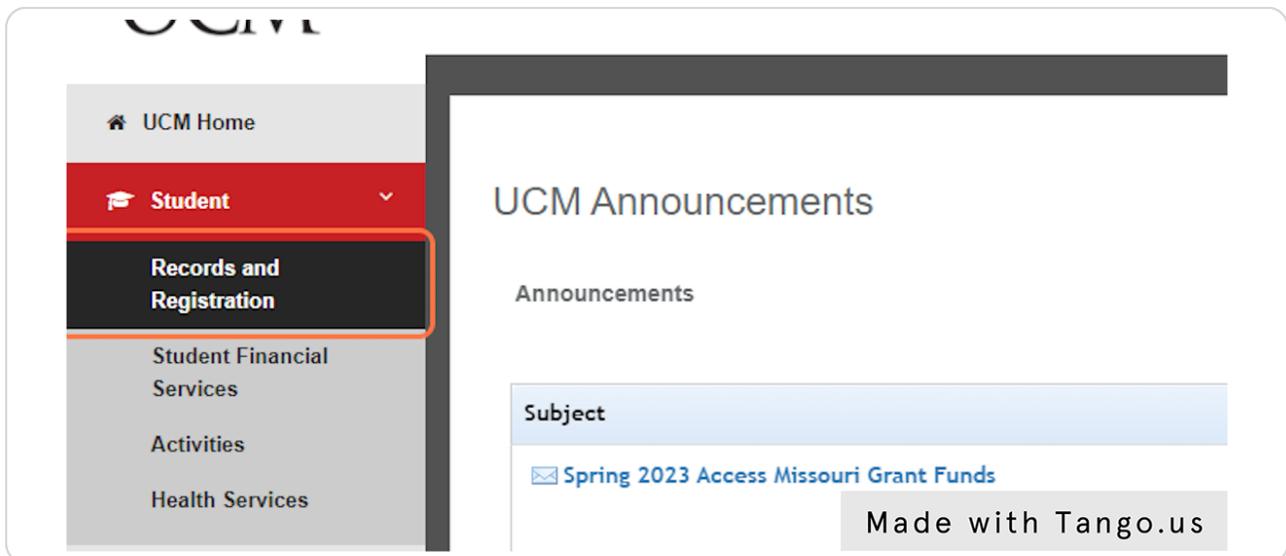
STEP 2

Click on Student



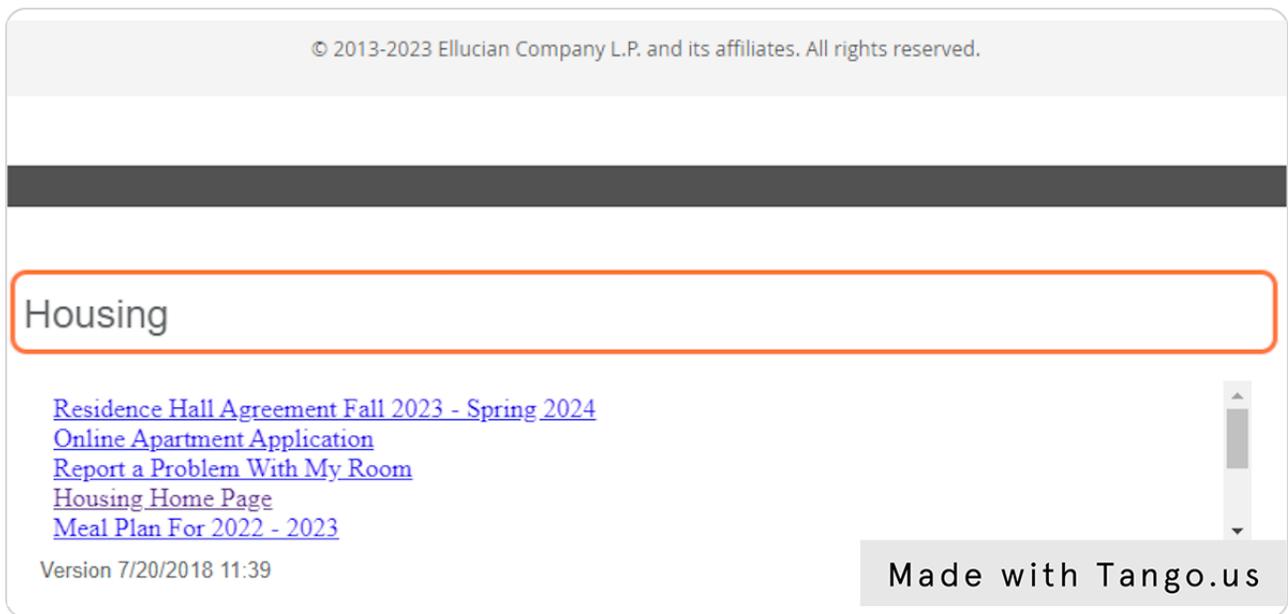
STEP 3

Click on Records and Registration



STEP 4

Go to the Housing Secti



STEP 5

Use the right scroll bar (or use a finger to scroll if on a phone) and click on the Housing Assignment Gateway



STEP 6

Scroll down the gateway to the section for Residence Hall Reapplication

New Student- Roommate/Suitemate Preferences
Submit roommate/suitemate requests & accept invites

NOTE FOR FALL 2023: This module shuts off at 8 am on June 8, 2023, for Fall 2023-Spring 2024. This is so we can begin working on room assignments! Students MUST submit and accept by this date!

New students to UCM have the ability to preference a roommate and suitemates by clicking the link below. You will need to know the student ID number and the correct spelling of the person you wish to request. Students **must also have a completed** residence hall agreement on file in order to continue with the process. Be sure to read all of the instructions when you continue!

Continuing students will be able to assign themselves to a room during the reapplication process and can choose their roommate and suitemates through that process. **This link will not work for returning students.**
Your invite **MUST** be accepted in order to complete the process for all students.

[Click Here to Submit Roommate/Suitemate Preferences Request](#)

Residence Hall Reapplication
For 2023-2024
(Current Residents)

Residence hall reapplication will begin in the early spring semester for current UCM students. This process is for returning students only as new students will be assigned by the department in June. Stay tuned to your email late fall/early spring semester for deadlines, dates, and information to pick your own room for the next year!

[Click Here to Set Roommate PIN For Room Selection](#) [Click Here View Room Selection Important Dates](#)

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STEP 7

Click on the icon for Set Roommate PIN

Note that images/heading may look different.

Click Here to Set Roommate PIN For Room Selection

Click Here for Made with Tango.us

STEP 8

View any current roommate PIN (not applicable if you have never set it)

Person: Hicks, James A. (700149912)

Personal Demographic Information

James, listed below is demographic information that you should complete for view in the room assignment process.

Housing PIN Number

The Housing PIN number is used only in the on-line student room self-selection process. The purpose of the Housing PIN is to verify that you have given permission to another student to pull you in as a roommate. Please do not share this number with anyone that you do not wish to live with; otherwise you may find yourself in an awkward social situation. You may come back to this site anytime you wish to update your Housing PIN Number.

Roommate Group PIN:

Privacy Settings

During the room self selection process, potential roommates have the opportunity to see your demographic information. However, you can opt out if you do not wish to have your name, campus email address, or cell phone displayed during this process. If that is your desire, then select the "DON'T SHOW" value in the drop down boxes.



Show roommates my name?:

Show roommates my phone number?:

Show roommates my email address?:

UCM Email:



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STEP 9

Click on Roommate Group PIN and enter your PIN

This is what you would give someone who is pulling you in as a roommate during room selection

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Roommate Group PIN:

Privacy Settings

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STEP 10

Update your privacy settings should you wish to do so. Be sure to click FINISH

PERSON: HICKS, JAMES A (100149914)

Personal Demographic Information

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Show roommates my name?:

Show roommates my phone number?:

Show roommates my email address?:

UCM Email:

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