

2023-24 Housing Selection and Lottery Information

Residence Life & Housing

<https://my.ccad.edu/residence-life>



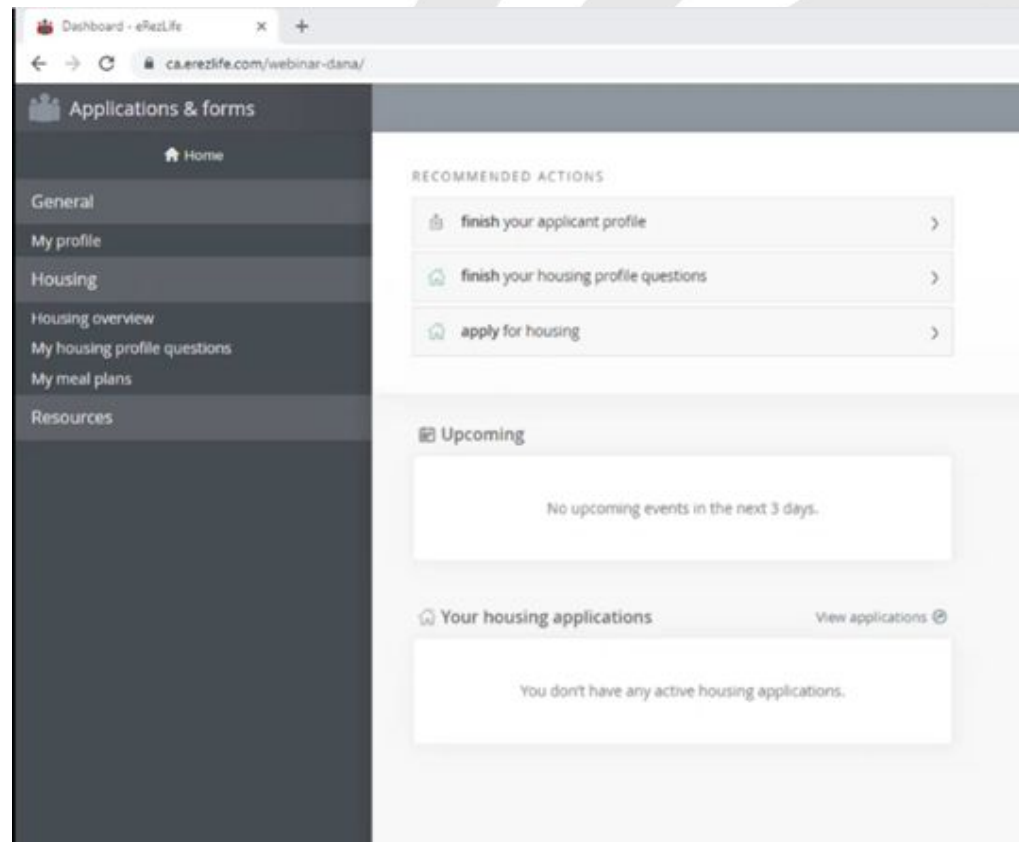
Applying for Housing

1. Your application will be completed in eRezLife for next academic year. You must complete the application **by Feb. 18** to be included in the housing lottery process. Submitting an application does not guarantee a 23/24 housing assignment.
2. Pay Housing Deposit by **March 1** via Self-Service.
 - a. If you are waitlisted **and** do not receive an assignment **OR** if you decide to cancel your assignment **prior to June 1st** you will be refunded your \$250 deposit.
 - b. If you do not pay your \$250 housing deposit by **March 1**, you will be unable to participate in the housing lottery and could be waitlisted.
 - c. If you cancel your assignment **after June 1**, your deposit will not be refunded. No exceptions.



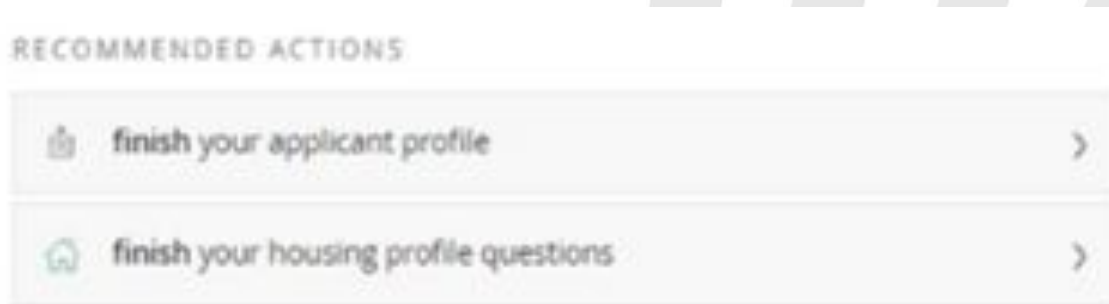
How to Apply

When you log in to ccad.erezlife.com, you will see your main dashboard screen:



How to Apply

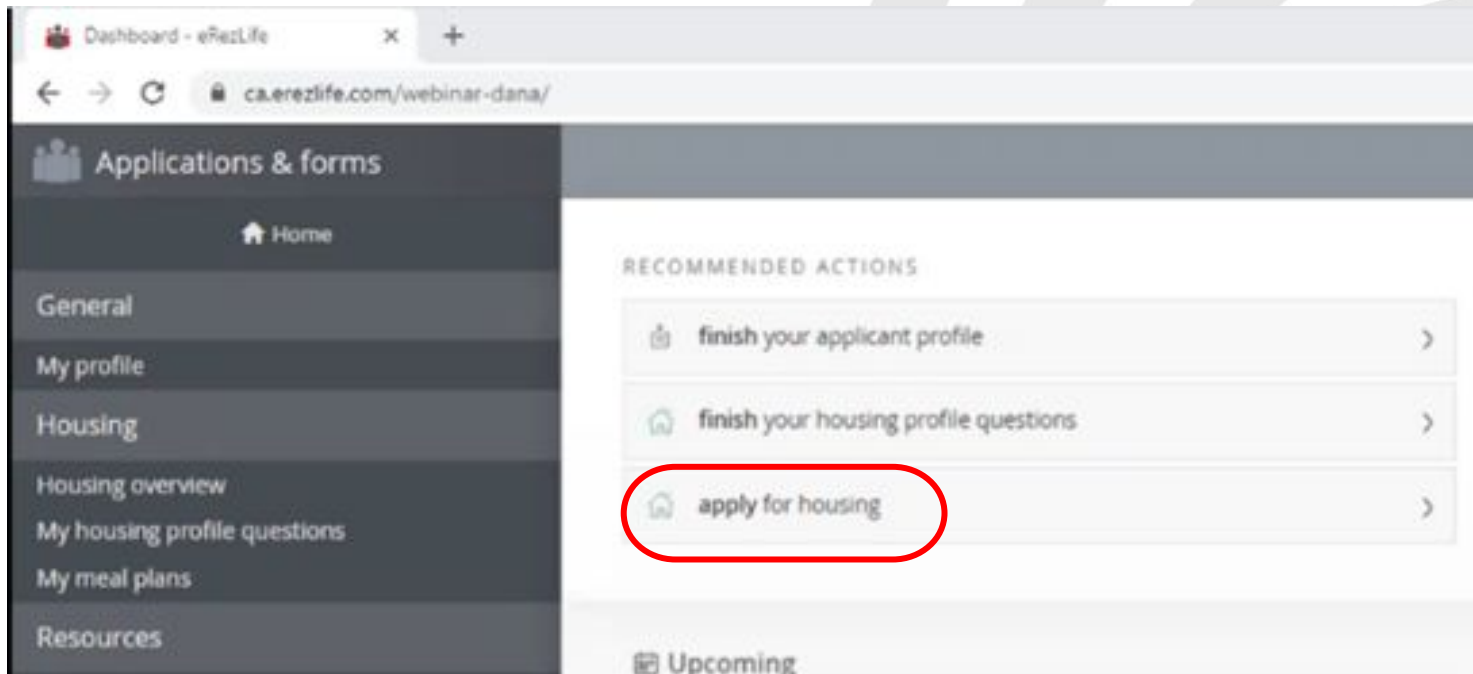
If you have the following listed under *Recommended Actions*, you'll need to complete these items first before you'll be able to access the application. If you don't see these, great! Move on to your application.



If you *do* have one, or both, of these then click into each, complete required fields, and save. You'll then return to your dashboard and if completed correctly, these will disappear from your list of *Recommended Actions*.

How to Apply

Once you're ready to access and complete the application, back on your home dashboard, click on *apply for housing*.



How to Apply

On the next screen, you'll see the option to apply for next academic year. Click the green button next to the Fall 2023 line, *Apply now*. Go through and complete the application fields, hitting *Save and continue* at the bottom of each tab. It will move you to the next tab automatically.

Application forms

Start your residence application by clicking the "Apply now" button for the application you are interested in.

Name	Deadline	Status
Academic Year 2022-2023 (Returning Student)	Feb 1, 2022	Apply now

[Questions about your application?](#)



How to Apply

When the application is complete, you'll be moved to the *Confirm application* tab. On this tab, you must mark the two *I agree* boxes and once ready, click *Submit application*. Note: it is highly recommended that you click on and review the *terms & conditions file* linked in the first *I agree* checkbox item. This is your housing contract. It is a binding document.

If you completed and submitted the application successfully, you will receive an email confirming that Residence Life has received your application and that it is under review.

The screenshot shows a web browser window with the URL ca.ereslife.com/webinar-dana/app/one.php?manager=studentApplicationConfirmView&application_id=564. The page title is "Academic Year 2022-2023 (Returning Student)" and the application deadline is "Feb 1, 2022". The page is divided into three tabs: "Residence building preference", "Application form", and "Confirm application". The "Confirm application" tab is active. The main content area contains the following text:

Please review your application details before proceeding.
Your application overview:

- You are applying for Academic Year 2022-2023 residence
- Your first choice for housing is Halifax House

To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements.

- I have opened, read, understood, and agree to the enclosed [terms & conditions file](#)
- I declare all information I have disclosed throughout this application process is correct

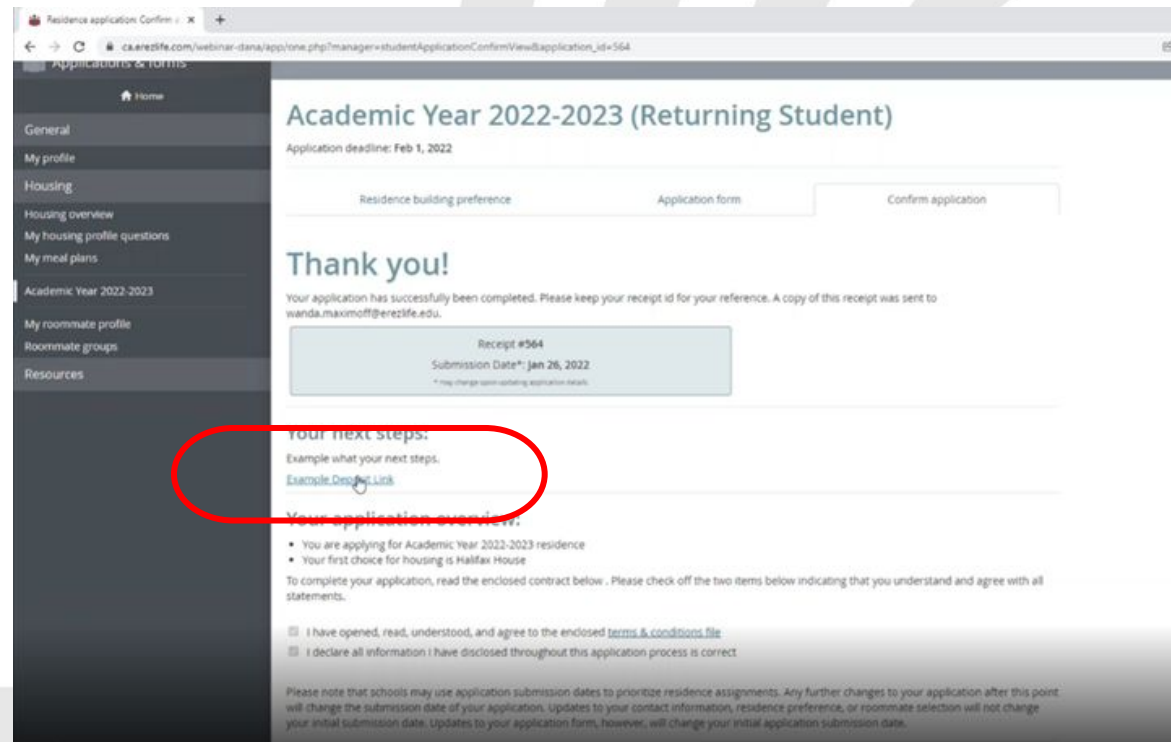
Submit application

Please note that schools may use application submission dates to prioritize residence assignments. Any further changes to your application after this point will change the submission date of your application. Updates to your contact information, residence preference, or roommate selection will not change your initial submission date. Updates to your application form, however, will change your initial application submission date.

[Questions about your application?](#)

Application Complete - What's Next?

The next screen will display next steps and will link you to Self-Service where you can pay your housing deposit. You must do this in order to be eligible to enter the housing lottery.



Residence application: Confirm - x

Application to & confirm

Academic Year 2022-2023 (Returning Student)

Application deadline: Feb 1, 2022

Residence building preference Application form Confirm application

Thank you!

Your application has successfully been completed. Please keep your receipt id for your reference. A copy of this receipt was sent to wanda.maximoff@erezlife.edu.

Receipt #564
Submission Date*: Jan 26, 2022
* May change when updating application details.

Your next steps:
Example what your next steps.
[Example Deposit Link](#)

Your application overview:

- You are applying for Academic Year 2022-2023 residence
- Your first choice for housing is Halifax House

To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements.

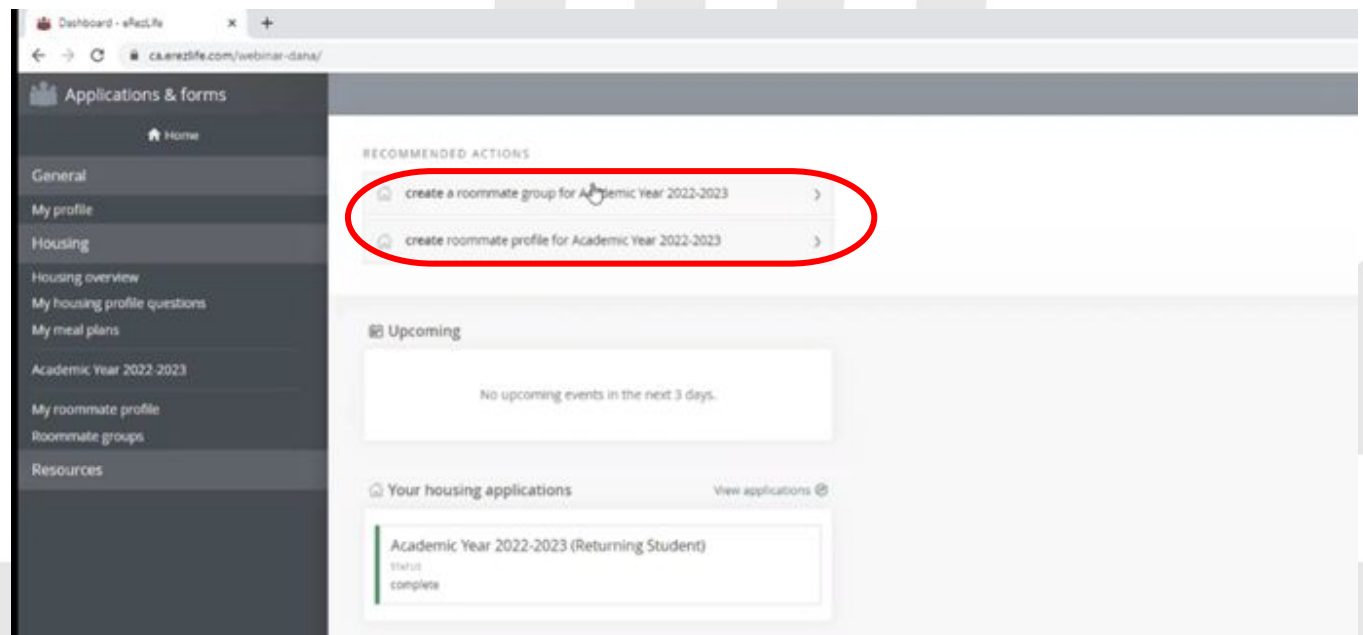
- I have opened, read, understood, and agree to the enclosed [terms & conditions file](#).
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Please note that schools may use application submission dates to prioritize residence assignments. Any further changes to your application after this point will change the submission date of your application. Updates to your contact information, residence preference, or roommate selection will not change your initial submission date. Updates to your application form, however, will change your initial application submission date.



Application Complete - What's Next?

Now, you can move on to setting up your roommate profile and if interested, setting up a roommate group with fellow peers. Click *Home* on the left menu and you will have new recommended actions. These options will also appear on the left menu under the academic term for which you've applied, once your application has been submitted successfully.



The screenshot shows a web browser window with the URL ca.ereslife.com/webinar-dana/. The dashboard is titled "Applications & forms" and has a left-hand navigation menu with the following items: Home, General, My profile, Housing, Housing overview, My housing profile questions, My meal plans, Academic Year 2022-2023, My roommate profile, Roommate groups, and Resources. The main content area is divided into sections. The "RECOMMENDED ACTIONS" section contains two items, both circled in red: "create a roommate group for Academic Year 2022-2023" and "create roommate profile for Academic Year 2022-2023". Below this is the "Upcoming" section, which states "No upcoming events in the next 3 days." The "Your housing applications" section includes a "View applications" link and a card for "Academic Year 2022-2023 (Returning Student)" with a status of "complete".



Recommended Conversations

Before agreeing to be in a roommate group, we encourage you to discuss the following:

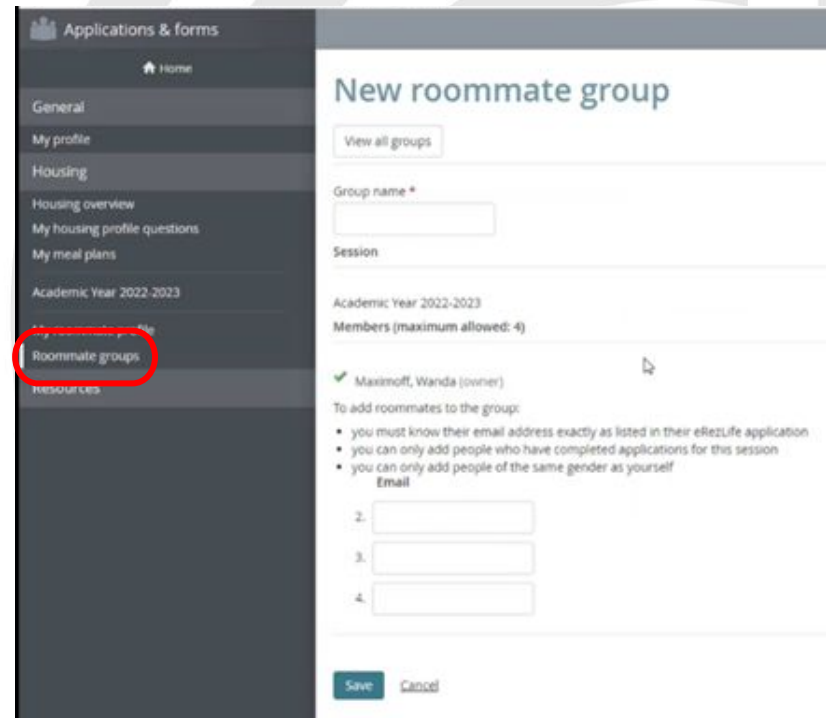
- When are your lottery time slots?
- Are you comfortable with the first person selecting a space for everyone?
- What bedspace do you want?
- Who will share bathrooms?
- Are there other groups you might be interested in joining?

Transparency and communication is key in this process!!



Creating Roommate Groups

1. Complete required fields. Consult with planned roommates on name and decisions of room selection.
2. Add Roommates: Note the bullet points above these fields.
3. Save Group
4. Select Group: Members must “select group” in order to select rooms for one another. This will be a *Recommended action* on each roommate’s dashboard.
5. You can go back to roommate groups anytime to remove yourself from a group or add a new one.



Applications & forms

Home

General

My profile

Housing

Housing overview

My housing profile questions

My meal plans

Academic Year 2022-2023

Roommate groups

Resources

New roommate group

[View all groups](#)

Group name *

Session

Academic Year 2022-2023

Members (maximum allowed: 4)

✓ Maximoff, Wanda (owner)

To add roommates to the group:

- you must know their email address exactly as listed in their eRezLife application
- you can only add people who have completed applications for this session
- you can only add people of the same gender as yourself

Email

2.

3.

4.

[Save](#) [Cancel](#)

Creating a Roommate Profile

A roommate profile is helpful if you don't know who you will room with next year and you want to both be able to search for others but also have others be able to find you, based on preferences. Turn on your profile by clicking the box. This page will explain what that will do if checked.

Roommate profile - eRe2Life

ca.ere2life.com/webinar-dana/roommez/profile/

Applications & forms

Home

General

My profile

Housing

Housing overview

My housing profile questions

My meal plans

Academic Year 2023-2023

My roommate profile

Resources

Roommate profile

Please fill out the following profile information. This information will be used to help connect you with the possible roommates. Only those students who have completed an application form will be able to view this information.

Turn on my profile

Change photo

Choose File No file chosen

What name would you like other applicants to see when viewing your public profile? *

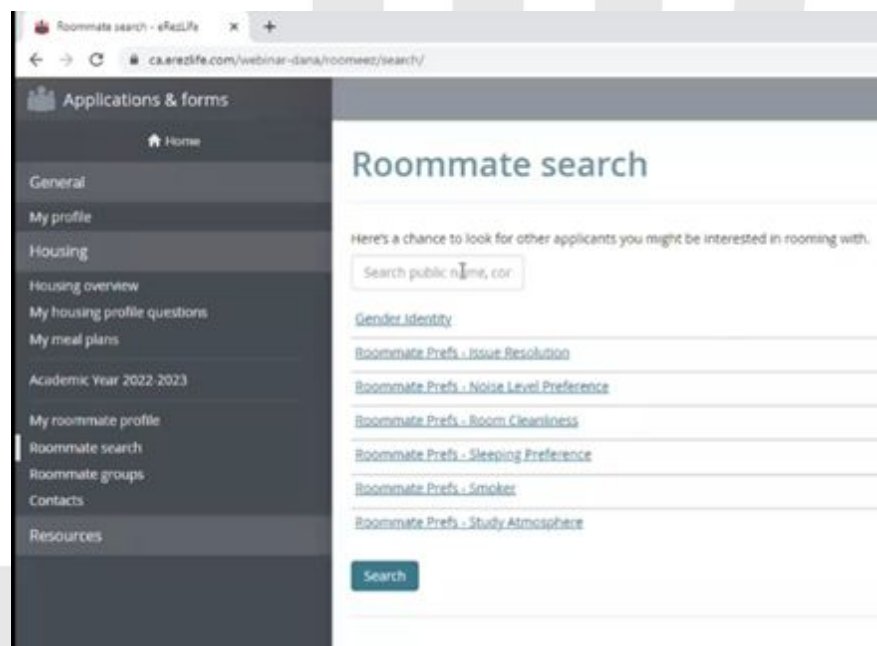
It's time to get creative. Give an elevator pitch about yourself. How would you describe yourself in one sentence?

Other applicants will be able to see this when they see a list of possible roommates.

Care to elaborate? Tell us more.

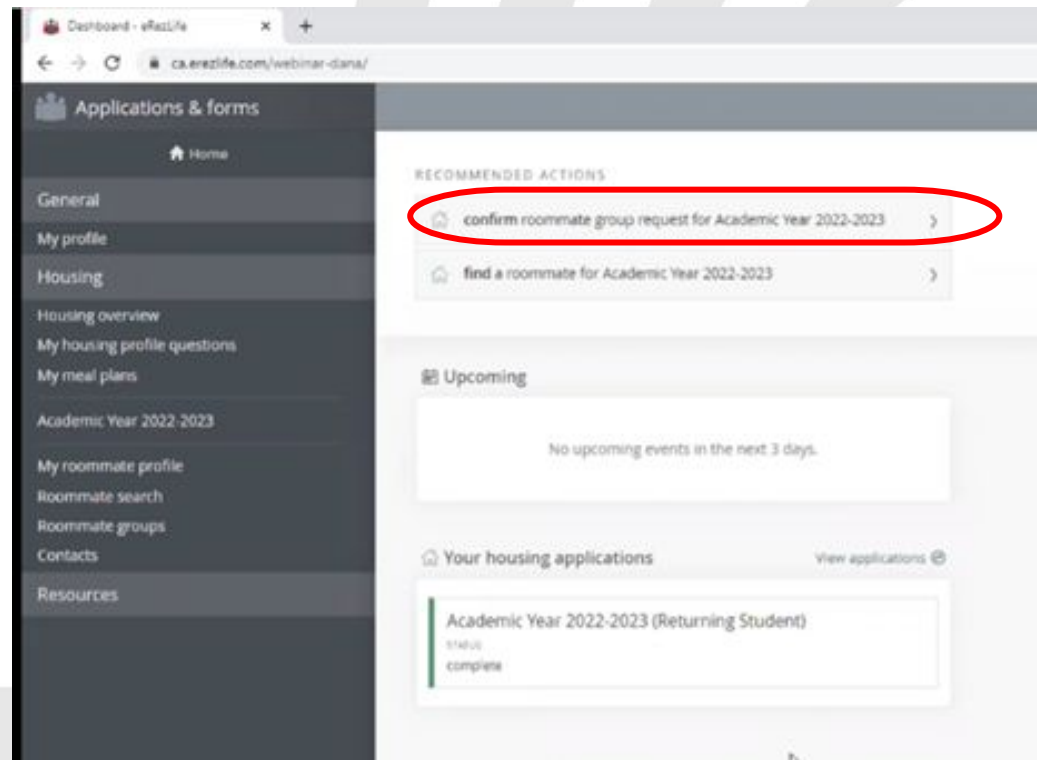
Finding Roommates

If you create a roommate profile, you'll gain a few new tabs on the left menu: Roommate search and Contacts. To search for roommates, click *Roommate search*. This will allow you to search multiple ways for possible roommates -by name, or any of the linked preference options. Through here you will also be able to send contact requests as well as add people to roommate groups if you find someone.



Finalizing Roommates

Once you engage roommates and/or set up groups, you can confirm roommate groups from your dashboard under recommended actions. All members of a roommate group must have applied and confirmed themselves to a group in order for members to be assigned to a selected room during the lotter. The ability to add roommates and create groups will stay open until assignments are completed by Residence Life staff.



Lottery Process Overview

1. See Housing Lottery Guide for details on my.ccad.edu/residence-life.
2. Preview and “favorite” room options starting Feb 23.
3. Attend lottery on March 2 at your selected time. Zoom link will be available for drop in troubleshooting and questions.
4. Email **housing@ccad.edu** if you have questions.



Lottery Process Details

1. Check your CCAD email for your lottery time.
2. The lottery will take place Thursday, March 2 during the evening hours, 6pm - 9pm.
 - You must access the lottery within your provided 15 minute interval.
3. Access will open to everyone at 9pm and close at midnight.
4. When your time slot opens, you may select a bedspace for yourself.
5. If you are in a roommate group, the person with the earliest selection time can choose for the roommate group. Consult with each other ahead of time.



Lottery Process Details

Applications & forms

- Home
- General
- My profile
- Assessments
- Housing**
- Housing overview
- My meal plans
- Academic Year 2021-2022 (Fall 2021)
- Spring 2021
- My roommate profile
- Roommate search
- Roommate groups
- Contacts
- Forms
- Resources

Pending items

Pre-select your old room

If you pre-select your old room, you will not be able to take roommates with you. You may only preselect one room at a time. You may select your room from this session until Feb 27, 2021.

Your room for the Academic Year 2021-2022 (Fall 2021) session is: Kingston Hall > 204

[Choose my current room](#)

Room lottery

⚠️ Your room lottery timeslot is Feb 24, 2021 at 01:20 pm EST. 0:01:08

You may browse rooms now, and mark favorites to help you find your room more quickly when your timeslot opens.

[Preview room](#)

Application forms

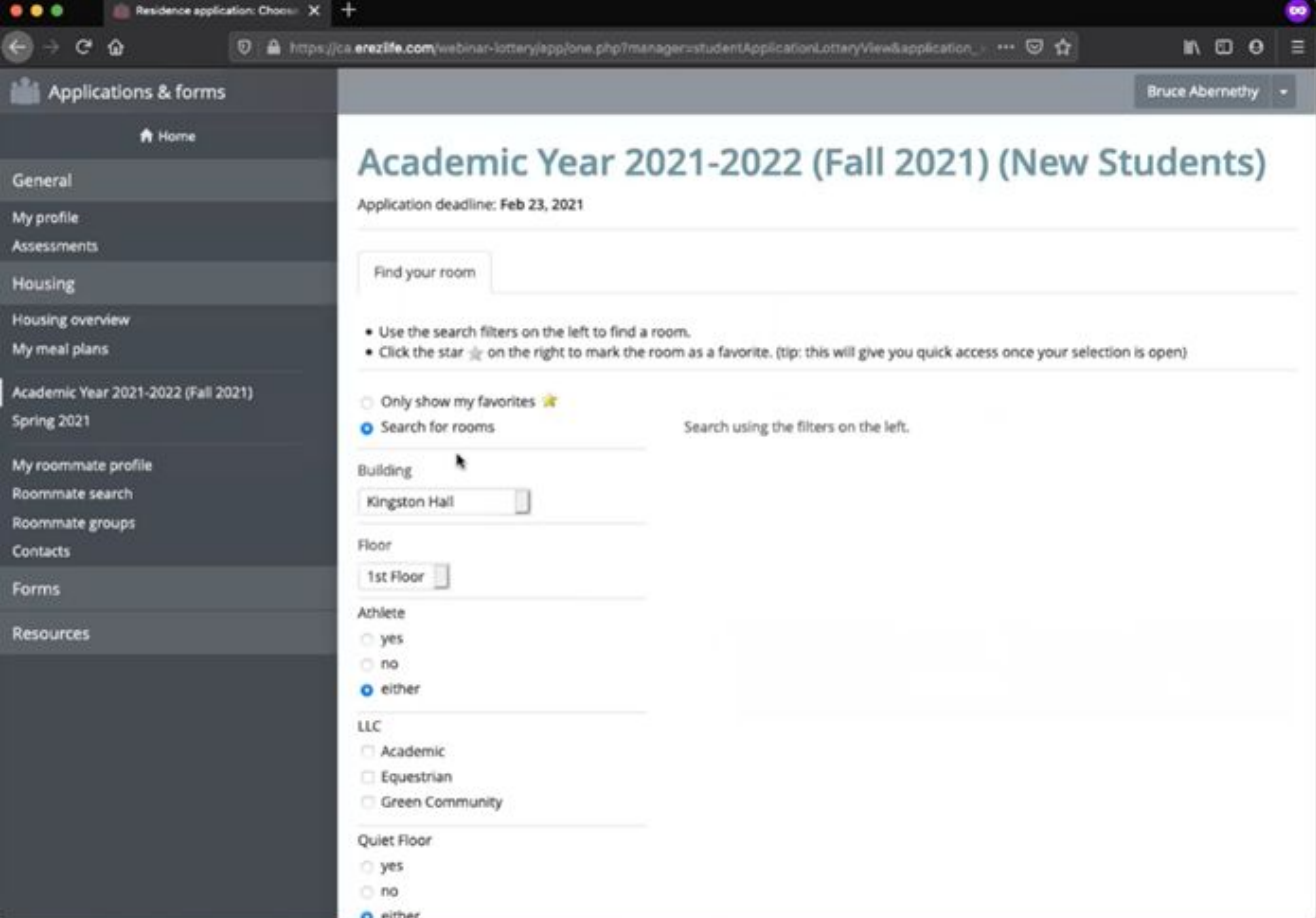
Start your residence application by clicking the "Apply now" button for the application you are interested in.

Name	Deadline	Status
Academic Year 2021-2022 (Fall 2021) (New Students)	Feb 23, 2021 (Sep 1, 2021)	✔ Complete Withdraw application?
Spring 2021	-	📄 Accepted offer

[Questions about your application?](#)



Previewing and Favoriting Rooms



The screenshot shows a web browser window with the URL https://ca.erezlife.com/webinar-lottery/app/one.php?manager=studentApplicationLotteryView&application_. The page title is "Academic Year 2021-2022 (Fall 2021) (New Students)" and the application deadline is "Feb 23, 2021". The user is logged in as "Bruce Abernethy".

The interface includes a sidebar menu with the following items: Applications & forms, Home, General, My profile, Assessments, Housing, Housing overview, My meal plans, Academic Year 2021-2022 (Fall 2021), Spring 2021, My roommate profile, Roommate search, Roommate groups, Contacts, Forms, and Resources.

The main content area features a search bar labeled "Find your room" and a list of search filters:

- Only show my favorites
- Search for rooms

Below the filters, there are several dropdown menus and radio button options:

- Building: Kingston Hall
- Floor: 1st Floor
- Athlete: yes, no, either
- LLC: Academic, Equestrian, Green Community
- Quiet Floor: yes, no, either

Instructions for using the search filters are provided:

- Use the search filters on the left to find a room.
- Click the star icon on the right to mark the room as a favorite. (tip: this will give you quick access once your selection is open)



Previewing and Favoriting Rooms

The screenshot shows a web browser window with the URL https://ca.erezlife.com/webinar-lottery/app/one.php?application_id=391&manager=studentApplicationLots. The page title is "Academic Year 2021-2022 (Fall 2021) (New Students)" and the application deadline is "Feb 23, 2021".

The left sidebar contains a navigation menu with the following items:

- Applications & forms
- Home
- General
 - My profile
 - Assessments
- Housing
 - Housing overview
 - My meal plans
- Academic Year 2021-2022 (Fall 2021)
 - Spring 2021
- My roommate profile
 - Roommate search
 - Roommate groups
- Contacts
- Forms
- Resources

The main content area features a search bar labeled "Find your room" and a list of search filters:

- Only show my favorites
- Search for rooms

The search results show 6 rooms matching the search. The filters are:

- Building: Lindsay Apartments
- Floor: 1st Floor
- Athlete: yes, no, either
- LLC: Academic, Equestrian, Green Community
- Quiet Floor: yes, no, either

The search results list the following rooms:

- Suite 101
 - ROOM A
 - ROOM B
- Suite 102
 - ROOM A
 - ROOM B
- Suite 103
 - ROOM A
 - ROOM B

A red circle highlights a star icon next to the Suite 103 ROOM B entry, indicating the favoriting function.



Previewing and Favoriting Rooms

Residence application: Choose

https://ca.erezlife.com/webinar-lottery/app/one.php?application_id=391&manager=studentApplicationLottery

Applications & forms

Home

General

My profile

Assessments

Housing

Housing overview

My meal plans

Academic Year 2021-2022 (Fall 2021)

Spring 2021

My roommate profile

Roommate search

Roommate groups

Contacts

Forms

Bruce Abernethy

Academic Year 2021-2022 (Fall 2021) (New Students)

Application deadline: Feb 23, 2021

Find your room

- Use the search filters on the left to find a room.
- Click the star icon on the right to mark the room as a favorite. (tip: this will give you quick access once your selection is open)

Only show my favorites

Search for rooms

Showing your favorite room.

Lindsay Apartments Suite 103

ROOM A

ROOM B

Building: Kingston Hall

Floor: 1st Floor



Lottery Day and Room Selection

The screenshot shows a web browser window with the URL <https://ca.erezlife.com/webinar-lottery/app/one.php?managerzamStudentHomeView>. The user is logged in as Bruce Abernethy. The left sidebar contains navigation options: Applications & forms, Home, General, My profile, Assessments, Housing, Housing overview, My meal plans, Academic Year 2021-2022 (Fall 2021), Spring 2021, My roommate profile, Roommate search, Roommate groups, Contacts, Forms, and Resources. The main content area is titled 'Pending items' and features a 'Room lottery' section with the text 'You may now browse rooms and make your selection.' Below this text is a green button labeled 'Browse rooms' which is circled in red. Underneath the lottery section is an 'Application forms' section with the instruction 'Start your residence application by clicking the "Apply now" button for the application you are interested in.' This section contains a table with the following data:

Name	Deadline	Status
Academic Year 2021-2022 (Fall 2021) (New Students)	Feb 23, 2021 (Sep 1, 2021)	✔ Complete Withdraw application?
Spring 2021	-	📄 Accepted offer

At the bottom of the page, there is a link: [Questions about your application?](#)

Selecting a Room

Residence application: Choose: X

https://ca.erezlife.com/webinar-lottery/app/one.php?application_id=3918&manager=studentApplicationLottery

Applications & forms

Home

General

My profile

Assessments

Housing

Housing overview

My meal plans

Academic Year 2021-2022 (Fall 2021)

Spring 2021

My roommate profile

Roommate search

Roommate groups

Contacts

Forms

Bruce Abernethy

Academic Year 2021-2022 (Fall 2021) (New Students)

Application deadline: Feb 23, 2021

Find your room

- Use the search filters on the left to find a room.
- Click the star icon on the right to mark the room as a favorite. (tip: this will give you quick access once your selection is open)

Only show my favorites

Search for rooms

Building

Kingston Hall

Floor

1st Floor

Showing your favorite room.

Lindsay Apartments Suite 103

ROOM A

ROOM B



Lottery Day and Room Selection

The screenshot shows a web browser window with the URL https://ca.erezlife.com/webinar-lottery/app/one.php?manager=studentApplicationLotteryView&search_pa.... The page title is "Residence application: Choose". The user is logged in as "Bruce Abernethy".

A modal window is open, displaying the following information:

- Suite 103, room B, bed 1**
- Details**
- No room information available.
- Choose this bed** (button)

The background interface shows a list of rooms with the following details:

- Building:** Kingston Hall
- Floor:** 1st Floor
- Athlete:** no
- Room List:**
 - Halifax House Room 102
 - Halifax House Room 104
 - Lindsay Apartments Suite 103
 - ROOM A
 - ROOM B** (highlighted with a red circle)

Lottery Day and Room Selection

Confirm reservation - eRezLife

https://ca.erezlife.com/webinar-lottery/fottery/applications/391/residence/255/review?next=%2Fwebinar-lottery

Applications & forms

Home

General

My profile

Assessments

Housing

Housing overview

My meal plans

Spring 2021

Academic Year 2021-2022 (Fall 2021)

My roommate profile

Roommate search

Roommate groups

Contacts

Forms

Resources

17:32 / 22:24

Find your room

Lindsay Apartments > 103 > B

You must confirm below before the assignment is finalized.

Step 1 Please review the details of the bed you are picking.

Suite 103, room B

No room information available.

Step 2 Decide if you are bringing your roommate group with you.

Your roommate group

Coffey, Paul

Place roommates *

Yes, place my roommates nearby right now.

No, remove me from the roommate group and only assign me.

Step 3 Confirm your choice to finalize this assignment.

Assign me now

Look at other rooms



Lottery Day and Room Selection

The screenshot shows a web browser window with the URL <https://ca.erezlife.com/webinar-lottery/lottery/applications/391/reservation-complete/>. The page title is "Reservation complete - erezlife".

Your reservation is complete!
You may change your mind and choose from alternate available beds until Feb 28, 2021 after which your choice will be considered final.

Your roommate group

Suite 103, room A

Residents
Bed 1: Empty
Bed 2: Empty

Suite 103, room B

Residents
Bed 1: Abernethy, Bruce (You)
Bed 2: Coffey, Paul

[Keep reservation, but browse other rooms](#)
[Cancel this reservation and look for another room](#)

Meal plan

Apartment 250 Plan

Choose meal plan

Reassign beds

Red circles highlight the "Reassign beds" button, the two reservation options, and the "Choose meal plan" button.



FAQs

- 1. What if I'm having issues with lottery during my selection time?**
 - Join the Zoom Waiting Room and chat with a staff member for assistance.
- 2. Do I need to make a roommate profile or a roommate group?**
 - No, only if you want to choose who you are living with next year.
- 3. What if I miss my time slot?**
 - You will be bumped and could be waitlisted.
- 4. Am I required to select a meal plan in DSA?**
 - Yes, all residential students must carry a meal plan unless they have a disability accommodation for an exemption.



FAQs

5. What if I want to live in Schottenstein?

- You can forgo the lottery process and enter the waitlist for Schottenstein openings. This is not a guarantee.

6. I am not sure I need housing for spring 2024. What do I do?

- The housing application is a full academic year commitment. Canceling your contract after June 1 requires an appeal and approval. The only automatic exceptions are if a student graduates in the fall or if they don't return/enroll for spring.

7. I have a housing accommodation from Disability & Access Services. Do I still participate in lottery?

- Yes but please start by emailing housing@ccad.edu.



Additional Information

If you have a housing accommodation through learning support, please make arrangements by emailing housing@ccad.edu.

The summer housing application opens February 14 and closes and will close on Friday, April 21.





Questions?

Email housing@ccad.edu

