

Housing Application Frequently Asked Questions:

- 1. I've submitted my housing application but need to make a change to my answers (one of the various questions regarding preference/lifestyle or emergency contact information). How can I do this?** Students need to email housing@union.edu and request that their application be cleared. Once this is done the student can submit the application again.
- 2. As a current student I submitted the housing application but selected the wrong meal plan. How do I change this?** This change can not be made by clearing out the application. Students will need to wait until the first 5 days of the fall term and go to the Union College Hospitality (Dining) Office to change their meal plan.
- 3. I have questions on how to complete the housing application or match up with a roommate (for current students)?** Detailed videos on how to complete these processes are available under the Housing Selection tab of the Residential Life website. For current students- there will be information sessions available during the spring term.
- 4. I'm an incoming first year student and would like to request a specific building or roommate. Is that possible?** A survey from the Dean of Studies Office will ask for an incoming first year students' building preference and roommate request, along with questions regarding major/minor, precept preferences, etc. Our office uses the information from the Dean of Studies survey to assign them housing. Their personal answers to the preference/lifestyle questions, from the housing application, will be used for our housing software to match them to a roommate.
- 5. I live locally and would like to commute. How do I request that? Do I still need to complete the housing application?** Email housing@union.edu and indicate your class status, home address (must be living with a parent/guardian within 30 miles of campus) and request to be a commuter. Someone from our office will get back to you. If you are approved for commuter status you do not need to complete the housing application.
- 6. I'm an Incoming First Year Student and am having trouble logging into union.edu/myhousing. What do I do?** Students should contact ITS at 518-388-6400 as this may be an issue with the email set-up/login.