All first-year undergraduate students are required to live on campus and submit a housing application, unless exempt from the requirement. Access to online room selection and/or housing assignments is determined in large part by application date. Other factors that affect when assignments are made include gender; LLC participation, if any; building preference; and roommate, if any.

**Before Applying**
To apply for housing, you must first be accepted to UA and pay your Freshman Enrollment Deposit. Your application is not complete until you submit the contract and deposit and click Finish on the Application Confirmation page.

**Log in**
To begin the application, go to myhousing.ua.edu and login with your myBama username and password.

Once you have logged in, select “Academic Year Housing Application” from the portal home page.
Period and Term
Select the Period and Term you are applying for and then select Next after each step.

Parent/Guardian Information
If the student is under the age of 18, a parent/legal guardian is required to sign the housing contract. Provide the name and contact information of one parent/guardian before selecting Next to proceed.
Application

Application Information
Review the Application Information page, noting that all application and room assignment correspondence is sent to the student’s Crimson email. Read this page carefully and click Next to continue.

Academic Year 2021-2022

Please note that all correspondence pertaining to your online application will be sent to your UA Crimson email address. Please check your UA Crimson email regularly.

Fall 2021/Spring 2022 Quick Facts

• Step 1: Apply For Housing
  Complete all 3 parts of the housing application through the “Application Confirmation” step in part 3 (the application includes the housing contract and deposit steps). Your ability to participate in online room selection in May and your login time are based on the date that you complete the housing application. Students who complete their housing application by Feb. 1 are eligible to participate in room selection.

• Step 2: Preferred Roommate
  Enter your preferred roommate selection (We recommend that roommate groups are finalized by May 1 at 5 pm CDT)

• Step 3: Room Assignment
  • Applied by February 1 deadline - Select your room online (this section opens in early May – you will receive more information about online room selection in your Crimson email beginning in early spring
  • Applied after February 1 - room assignment will be made by HRC staff.

receive a full refund of your $165.00 prepayment. If you cancel between May 2 and June 1, you will receive a refund of $65.00. To submit a cancellation, please fill out the online form. You must notify HRC of your cancellation, not just Undergraduate Admissions, in order to receive a refund.
Personal Details
Verify that your information is correct. If you need to revise any information, log into your student account in myBama to make any updates. On this page, students can update their HRC contact info and opt in to receive text message updates. When completed, click Next to continue.

Profile Information
If you need to make a change to any of the information below, please go to myBama to update the information. It may take 24 hours before the changes show up here.

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Lucy</td>
</tr>
<tr>
<td>Last Name</td>
<td>Brown</td>
</tr>
<tr>
<td>Gender</td>
<td>Female</td>
</tr>
<tr>
<td>Preferred Gender</td>
<td></td>
</tr>
<tr>
<td>Institution</td>
<td></td>
</tr>
<tr>
<td>Permanent Email</td>
<td><a href="mailto:lbrown764@crimson.ua.edu">lbrown764@crimson.ua.edu</a></td>
</tr>
<tr>
<td>Campus Email</td>
<td></td>
</tr>
</tbody>
</table>

The information below can be updated here directly at any time:

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Email</td>
<td><a href="mailto:lbrown2020@outlook.com">lbrown2020@outlook.com</a></td>
</tr>
<tr>
<td>Personal Cell Phone</td>
<td>2053486676</td>
</tr>
</tbody>
</table>
Gender Identity and Sexual Orientation

To help us in our mission of fostering an inclusive environment for all students, we provide space to share their sex assigned at birth, space for any information you would like to provide regarding your gender identity and sexual orientation. Any information provided (optional) is protected by federal privacy laws and used only for official purposes. When completed, click Next to continue.

Gender Identity

NOTE: Information entered in this section is only for housing staff use, and does not override any information already in the UA system.

Sex at birth:  

Gender Identity Comments

This information is completely optional.

If you would like the opportunity, you may share more about your gender identity below. Alternatively, you may contact Housing and Residential Communities Housing Administration staff at (205) 348-5990 to share relevant information about your gender identity. Regardless of how it is shared, any information provided will be protected by federal privacy laws and used only by HRC staff. An HRC staff member may contact you in order to assist you in making your housing assignment. Staff will use your personal email or cell phone information to contact you.

Sexual Orientation

This information is completely optional.

If you would like the opportunity, you may share more about your sexual orientation below. Alternatively, you may contact Housing and Residential Communities Housing Administration staff at (205) 348-5990 to share relevant information about your sexual orientation. Regardless of how it is shared, any information provided will be protected by federal privacy laws and used only by HRC staff. An HRC staff member may contact you in order to assist you in making your housing assignment. Staff will use your personal email or cell phone information to contact you.

Do you consider yourself to be:  

Sexual Orientation:  

[Previous]  [Next]
Hall Preferences
Select your top 10 residence hall preferences if you apply beginning February 2 and will not participate in online room selection. In making assignments, staff consider building preference; LLC participation; gender; and roommate choice, if any. We cannot guarantee building or roommate preference, although we consider both, as space allows.

For more information about the residence halls, please view the halls pages on our website.

To add a residence hall preference, follow these steps:
1) Click the “+” icon.
2) In the “Preference Type:” drop-down box, select “Building”.
3) In the “Preference:” drop-down box, select a residence hall.
4) Click on the “Select” link.
Repeat this process until you have selected 10 building preferences.

Select 10 Residence Hall Preferences

<table>
<thead>
<tr>
<th>Type</th>
<th>Preference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building</td>
<td>Tutwiler</td>
</tr>
</tbody>
</table>

You can also state interest in Living-Learning Communities, and you may receive information during the year about communities for which you may be eligible. When finished, click Next to continue.

Would you like more information about living in a Living-Learning Community?

DocuSign Contract Signature
Click “Click Here to Go to the Housing Contract” do not close your browser or change screens in the application until you sign the contract.

Click the button below to sign the housing contract.

Co-signature Email 1: smith@email.com

Click Here To Go To The Housing Contract
Read the contract and sign the document electronically. If under the age of 18, you must provide the name and email address of a parent/guardian who will receive a copy of the contract for review via email and add their signature to your housing contract. Be sure you provide a correct parent email address, so this step can be completed.

Deposit
The housing application fee is $200 ($165 prepayment and $35 non-refundable housing application fee). Select “Make Payment” to submit your application fee. **Once you finish making the payment, you must click the “Next” button at the bottom of the page for the payment information to save correctly in the housing system.**
Submit your payment information and select **Continue**.

To pay the housing deposit, click the "Make Payment" link below. Once you have made the payment, click on the "Next" button below.
Application Guide 2021-2022

Once your receipt shows on the screen, you can review the information and print a copy for your personal records. Make sure to select “Next” to ensure the payment is processed.

If you do not attend UA, cancel your housing application prior to May 1 to receive a full refund of your prepayment $165. If you cancel between May 2 and June 1 you will receive a refund of $100. To submit a contract cancellation, fill out the online form. You must cancel with HRC, rather than Undergraduate Admissions, in order to receive a refund, if available.

Click Finish on the next page to complete your application.
Application Guide 2021-2022

The date your application is complete is the date that determines when you have access to online room selection or are assigned your room.

Housing Application Completed

You have created the following housing application:

Application Period: Academic Year 2021-2022
Name: Lucy Brown
Student Type: Freshman

Return to the myhousing.portal

Visit the housing web site