



# CARROLL UNIVERSITY

## PioHousing Portal Room Self-Selection

During the self-selection process, students will be able to login to the PioHousing Portal to select an on-campus room for themselves and members of their roommate group from residential hall locations across campus.

### Room Area




In this step you will be able to select residences by building. Details are provided on each building to help you identify room-types, flooring, and other amenities.

#### Select Your Residence Hall

To begin selecting your room, select the building you wish to live in from the list below.

First Year students are eligible for the Traditional Halls listed below.

Staying between 8/30/2020 and 5/5/2021 for Term: Academic Year 20-21

 <p><b>Hilger Hall</b></p> <p>This suite-style residence hall is co-ed and each suite is gender-specific. Hilger Hall offers double rooms joined by a common bathroom. The building has air-conditioning, an elevator, and the second and third floors each have a galley kitchen with microwave, toaster oven, sink and toaster. All rooms have moveable furniture and microwaves are allowed in student rooms. All student rooms have tile floors.</p> <p><a href="#">SELECT</a></p>	 <p><b>Kilgour Hall</b></p> <p>This traditional style residence hall has gender-specific floors and offers single, double and triple rooms with moveable furniture. The building has a full size kitchen on the second floor, study lounge on each floor, a full study lounge in the lower level, common area bathrooms and an elevator. Student rooms have tile floors.</p> <p><a href="#">SELECT</a></p>	 <p><b>North Bergstrom Hall</b></p> <p>This traditional style residence hall has gender-specific floors and contains single, double and triple rooms with moveable furniture. There are recently renovated common area bathrooms, study lounges, kitchens, game rooms and elevators. Student rooms have tile floors.</p> <p><a href="#">SELECT</a></p>
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# Room List

A list of all available rooms in the building previously selected will appear on this step. You're able to add additional buildings to your search on this step. You can also narrow down your search by room type . **Select the room(s) that you will be assigning to yourself and any potential roommates from your group.** (Please note all roommates must have a completed housing application in order to be placed in a room space.)

You will only be shown rooms that have enough vacancies to house your entire group.

Once you add your desired room or suite to your cart, click **Save and Continue** to assign specific beds to yourself (and group members).

If at any time you wish to go back, click the **Go Back** button at the bottom of the page.

## Room List

### Room Types

Triple

### Locations

Hilger Hall

Kilgour Hall

North Bergstrom Hall

South Bergstrom Hall

Steele Hall

Swarthout Hall

### Rooms/Suites

KI-305

KI-307







KI-405

Below is a list of rooms with available bed spaces that you are eligible to select from. Please select the room(s) you are interest in assigning yourself (and members of your group). **Once you have selected the room, scroll to the bottom of the page and click "Save and Continue."**

On the following page, you will assign a bed space for yourself and members of your group.

Feel free to use the filters below to broaden or narrow your search.

**You will only be shown rooms with available spaces for the total number of group members, if applicable.**

 KI-305 3  KI-305 Kilgour Hall Carroll University Spaces Available in Room: 3 <a href="#">ADD TO CART</a>	 KI-307 3  KI-307 Kilgour Hall Carroll University Spaces Available in Room: 3 <a href="#">ADD TO CART</a>	 KI-405 3  KI-405 Kilgour Hall Carroll University Spaces Available in Room: 3 <a href="#">ADD TO CART</a>
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# Assign Beds

On this page you have the ability to assign yourself and members of your group to the room(s) previously selected. You will have **10 minutes** to make assignments, during which time your chosen room will be reserved and appear unavailable to other students. You can find your time-left in the upper left-hand side of your portal.

 09:53 [Log Out](#)

## Assign Beds

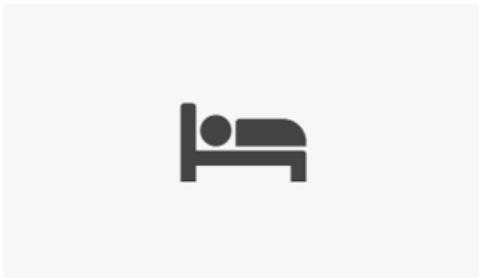
On this page you have the ability to assign yourself and members of your group to the room(s) previously selected. Use the drop down menus to assign bed spaces to the members of your group.

You will have 10 minutes to complete the assignment of rooms. During that time, the rooms are viewable only to you.

All members of your roommate group will be displayed below (if applicable). You are able to select their rooms. Group members will not need to confirm your selection, this is their room.

Once you have completed the room assignment(s), click "Save and Continue" to confirm and finalize your selection.

## My Room



**sam**  
Age: 29  
Gender: Female sam  
Age: 29  
Gender: Female

Select Bed

## My Roommates

Below are your current roommates. You can assign beds to all of them.

**Brown Eyes**  
Age: 52  
Gender: Female

Select Bed

**Pio Pete**  
Age: 20  
Gender: Female

Select Bed

# Confirm Assignment

This is the final step of the room selection process. Here you will be able to view where you have assigned yourself and any group members.

**To confirm the assignment(s) and complete the process, select “Confirm Assignment(s).” You will not be able to return and make any other assignments after this step.**

If you’re not satisfied with the assignment(s), please select “Go Back.”

After you confirm the assignment(s), you will see where you and any group members have been assigned for the next academic year.

## Confirmation

In order to complete the room selection process you must click "Confirm Assignment(s)" below. If you are satisfied with the room assignments you made, this will reserve the spaces and complete your room selection process.

If you would like to change any assignments within the rooms you chose or would like to select a different room, click "Go Back." This button will return

### PLEASE NOTE

Once you click "Confirm Assignment(s)", your selection will be complete and you will **not** be able to return to this page. Before you submit your selection(s), consider the following:

- You should be assigning all members of your verified group. (if applicable)
- Review that you have assigned all students to the correct bed spaces in the unit
- Use the "Go Back" button if you need to fix any mistakes or reorder the room assignments
- Clicking "Confirm Assignment(s)" will finalize your self-selection. You cannot make changes after this point

Contact Housing at [housing@carrollu.edu](mailto:housing@carrollu.edu) for help.

KI-305, KI-305, Kilgour Hall

1. KI-305-1: sam
2. KI-305-2: Brown Eyes
3. KI-305-3: Pio Pete

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**CONFIRM ASSIGNMENT(S)**