



CARROLL
UNIVERSITY

Roommate Groups

The online housing application allows students to create groups of potential roommates. The steps below describe how to add members to your roommate group.

Some facts to keep in mind:

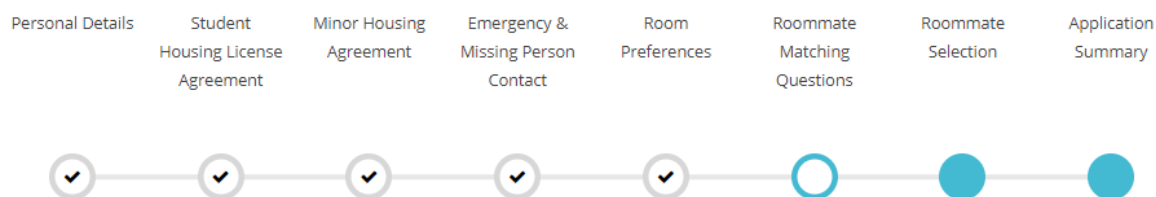
- You can only be a member of one group.
- Once you send or accept a request, you will not be able to join any other group, but you can still add members to your group.
- Once you send a request to a potential roommate, that person will need to accept your request in their application.
- You cannot have a multi-gender roommate group unless you have an approved Inclusive Housing application.
- Anyone in the group has the ability to add other members to the group.
- Any individual in the group can serve as proxy and assign each other during room selection.
- You can leave a group at any time unless you are the group creator.
- You can change who the Group Leader is should the original Group Leader decide to leave the group.

Why Groups?

When the time comes to select a room, any member of the group (ideally the member with the best time slot) can assign other members of the group. You may or may not be assigned by your friend to a room. It is advised that students be in contact with group members and that requests to join groups are confirmed. Only verified groups will be able to complete the housing selection process.

Roommates

On this step you will be able to create a group of potential roommates. You will also be able to see pending requests that you may have sent or received. If you know your friend's Web Screen Name (found on their application) you can start creating a group by clicking "Search for Roommates by Details." As more members are added to the group you will be able to see all the group members on this page.



Roommate Matching Questions

This is your Standard Profile. Use this page to setup your profile types which will be used for matching with a potential roommate.

You can return to this page to update or change any of your answers until May 1.

Please create a screen name to use for roommate matching.

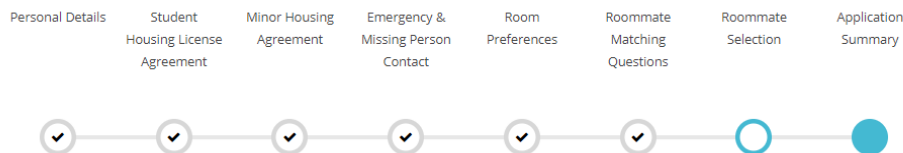
This can be your name.

Web Screen Name

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Roommate Search by Details

In this step of the process, you will be able to enter your friend's information. When you click "Search", your friend's information should appear. Click "Add Roommate" to send the request. They will be notified that you have requested them as a potential roommate.



Roommate Search By Details

Screen Name:

Description:

Gender:

Age:

Exclude results that cannot be added or joined

[Join Group](#)
[Search for Roommate Group](#)
[Search for Roommate by Profile](#)
[Suggested Roommates](#)

Don't have a roommate in mind? That's OK! The questions you answer help our office find one for you. However, you can also use 1-2 of those questions to search for a roommate match! With new applications being completed daily, you can also check back later.

Note: If a student does not appear in the search:

- Make sure you are entering the correct details.
- Check with your friend that they have completed the Housing Application.
- Your friend may already be in another group.
- You will receive a notification whenever there has been a change to your roommate group.

Roommate Group Join

You can request to join a group by searching for the group two different ways. You may select **Join Group** if you know the exact name of the group. This search is not case-sensitive, but it does need to be an exact match to the group.

You can also **Search for Roommate Group** if you only know a member of the group's name.

[Join Group](#)
[Search for Roommate Group](#)
[Search for Roommate by Details](#)
[Search for Roommate by Profile](#)
[Suggested Roommates](#)

Note: If a group does not appear in the search:

- Make sure you are entering the correct details.
- Check with your friend that the group is not at capacity.
- You will receive a notification whenever there has been a change to your roommate group.

Accepting Requests

After sending a request to a potential roommate, they must accept the request within **one week** to be part of the group. You can also cancel a request that you have sent at any time. During room selection, you can only assign members of your verified group.

Potential roommates that have requested to be in your group or that you have requested to be roommates with will appear under the Roommates Page. Here you will be able to accept or decline a roommate request.

Accepted roommates will appear under the *Group Members* section.

Leaving a Group

You can leave a group at any time, unless you are the group creator, and create or join another group by clicking “Leave Roommate Group” on the Roommates Page. The option to leave will appear once you are part of a group.

Roommate Search

If you don't currently have a roommate in mind, the online Housing Application allows students to search for potential roommates.

Some facts to keep in mind:

- **Suggested Roommates** uses the previously answered personality preference to determine how compatible you may be. If this portion of the application was completed by someone other than the student, it could cause poor compatibility down the line.
- We recommend looking for roommates with an 85% match or more for optimum compatibility.
- Applications are submitted regularly. You're able to return to this page and look for additional matches whenever you'd like.

Suggested Roommates

Selecting **Suggested Roommates** will bring you to a page that shows you potential matches. From this page, you can add a roommate to a group. This will send a request to the potential roommate to review. You can also send the roommate messages through the portal to learn more about them.

[Join Group](#)

[Search for Roommate Group](#)

[Search for Roommate by Details](#)

[Search for Roommate by Profile](#)

[Suggested Roommates](#)

Personal Details Student Housing License Agreement Minor Housing Agreement Emergency & Missing Person Contact Room Preferences Roommate Matching Questions Roommate Selection Application Summary



Suggested Roommates

MANAGE GROUP

Join Group
 Search for Roommate Group
 Search for Roommate by Details
 Search for Roommate by Profile

Brown Eyes
 Age: 51
 Classification: Returning
 Gender: Female
 Description:

64% Match

ADD TO GROUP

SEND MESSAGE

VIEW PROFILE

Roommate Search by Profiles

Roommate Search by Profiles allows you to select specific preference responses when considering roommate pairings. Populate at least one of the preference options to see a list of roommates who have the same preference.

Personal Details Student Housing License Agreement Minor Housing Agreement Emergency & Missing Person Contact Room Preferences Roommate Matching Questions Roommate Selection Application Summary



Roommate Search By Profiles

Music Preference

My preferred music type is:

Room Cleanliness

I like my living space to be: