

Rising Sophomore Housing Application Roommate Group Formation



Thank you for submitting your Rising
Sophomore Housing Application!

Now let's take a look at how to form your
roommate group on MyHousing portal!

Step 1: Log into [MyHousing](#) for the Roommate Selection Main Page

The screenshot shows the Xavier University MyHousing interface. The top navigation bar is dark blue with the Xavier University logo and a blue bar containing 'Home' and 'Housing Application' links, and a 'Log Out' button. A sidebar on the left lists application progress items, most marked with green checkmarks. The main content area is titled 'Roommate Selection' and contains a message: 'You have not selected any roommates. Roommate searching options are below to the right.' Below this message are three links: 'Search for Roommates by Details', 'Search for Roommates by Roommate Profiles', and 'Suggest Roommates'. A 'Save & Continue' button is at the bottom.

Once you successfully submitted your housing application, this will be the main page showing for roommate selection

Notice that there are three ways you can form your roommate group

Roommate Selection

You have not selected any roommates
Roommate searching options are below to the right.

[Search for Roommates by Details](#)
[Search for Roommates by Roommate Profiles](#)
[Suggest Roommates](#)

Save & Continue

If you already know who you want to room with, click the first link

If you would like to find a new roommate based on your roommate profile, you can use the second or the third link

- ✓ Rising Sophomore Housing Application
- ✓ Personal Information
- ✓ Contact Information
- ✓ Roommate Matching Profile
- ✓ Rising Sophomore Process Contract
- ✓ Preferences
- ✓ Rising Sophomore Application Summary
- RSHS Roommate Groups
- Room Selection Information

Step 1: Log into [MyHousing](#) for the Roommate Selection Main Page

Already know who you want to live with?

Proceed with steps listed on page 3-8, you can skip page 9-12

Don't know who you want to live with & want to explore potential new roommates?

You can proceed with steps listed on page 9-12

Step 2: Search Roommate by Details – Send Roommate Group Request

- ✓ Rising Sophomore Housing Application
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Roommate Search By Details

Email:

You can search them by their Xavier email address

Name First:

OR

Name Last:

You can search them by their first & last name

☒ Exclude results that cannot be added or joined

Check this to save time browsing through groups

[Manage Group](#)

[Search](#)

Click here once finished

[Search for Roommates by Profiles](#)
[Suggest Roommates](#)

Athos Musketeer

Age: 18

Classification: Rising Sophomore

Gender: Female

Description:

72% Match

[Add To Group](#)

[Send Message](#)

[View Profile](#)

Click here to send them a request to be in a roommate group

You can also send them messages or view their roommate profile

Your roommate's profile will show up here once you hit "Search"

You can repeat the same step to add more people to your group. Please note the maximum limit is 8 people per group

Step 2.1: Search Roommate by Details – Send Roommate Group Request

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RSHS Roommate Groups

Your request to add Athos Musketeer to group Group Blue Blob3fb0e30051 has been sent.

Group: Group Blue Blob3fb0e30051

Delete Group

[Search for Roommates by Details](#)
[Search for Roommates by Profiles](#)
[Suggest Roommates](#)

Blue Blob (Group Leader)

Age: 18
Classification: Rising Sophomore
Gender: Female
Description:

View Profile

The person that sends out the request will have the "Group Leader" showing on their roommate group profile. *Please note this does not necessarily mean anything special, it does not grant you any special priority for room selection time.*

Outgoing Requests

Athos Musketeer

Age: 18
Classification: Rising Sophomore
Gender: Female
Description:
Expiry Date: 1/30/2025 16:05

Cancel

This means you have successfully sent out your roommate request, now you just need to wait until they confirm & accept your request

Save & Continue

Click here once completed

Step 2.1: Search Roommate by Details – Send Roommate Group Request

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- ✓ **RSHS Roommate Groups**
- Room Selection Information

RSHS Roommate Groups

Group: **Group Blue Blob3fb0e30051**

Delete Group

[Search for Roommates by Details](#)
[Search for Roommates by Profiles](#)
[Suggest Roommates](#)

Blue Blob (Group Leader)

Age: 18
Classification: Rising Sophomore
Gender: Female
Description:

View Profile

Athos Musketeer

Age: 18
Classification: Rising Sophomore
Gender: Female
Description:

Remove Roommate

Send Message

View Profile

Save & Continue

Once they accepted your request, you can see on your roommate group profile that you have successfully formed your group here!

Step 2.1: Search Roommate by Details – Send Roommate Group Request

Please note that if you & your friends are trying to add people to the roommate group simultaneously, the system automatically assigns the person who sends out the roommate request as the "Group Leader", which prevents you from joining a different group.

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- ✓ **RSHS Roommate Groups**
- Room Selection Information

RSHS Roommate Groups

Group: Group Blue Blob3fb0e30051

Delete Group

Blue Blob (Group Leader)

Age: 18
Classification: Rising Sophomore
Gender: Female
Description:

View Profile

Athos Musketeer

Age: 18
Classification: Rising Sophomore
Gender: Female
Description:

Remove Roommate

Send Message

View Profile

Save & Continue

Please communicate among yourselves to have one group available, the other person can delete their one-person group here and then join the roommate group

Step 2.2: Search Roommate by Details – Accept Roommate Group Request

If your roommate send you the roommate group request, you will see this page showing up

- ✓ Rising Sophomore Housing Application
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- ✓ Preferences
- ✓ Rising Sophomore Application Summary
- **RSHS Roommate Groups**
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RSHS Roommate Groups

Not In a Group

You are not a member of any roommate groups.

[Search for Roommates by Details](#)

[Search for Roommates by Profiles](#)

[Suggest Roommates](#)

Incoming Requests

Group Dart Musketeer7bbfa60050

Leader: Dart Musketeer

Members: Dart Musketeer

Expiry Date: 1/30/2025 16:14

Make sure to
accept before the
request expires

Accept

Decline

Click here to
accept their
request

Save & Continue

Click here once
completed

Step 2.2: Search Roommate by Details – Accept Roommate Group Request

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RSHS Roommate Groups

Group: Group Dart Musketeer7bbfa60050

[Leave This Group](#)

[Search for Roommates by Details](#)
[Search for Roommates by Profiles](#)
[Suggest Roommates](#)

Dart Musketeer (Group Leader)

Age: 18
Classification: Rising Sophomore
Gender: Male
Description:

[Send Message](#)

[View Profile](#)

Aramis Musketeer

Age: 18
Classification: Rising Sophomore
Gender: Male
Description:

[View Profile](#)

[Save & Continue](#)

Once you accepted their request, you can see on your roommate group profile that you have successfully formed your group here!

Step 3: Search Roommate by Profiles

Make sure your roommate matching profile is accurate in order to find a new roommate with similar profile

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Roommate Search By Profiles

Roommate Matching

I am open to my roommate having an approved animal live with us?

Any

What are your thoughts on a roommate's use of alcohol or marijuana?

Any

What times most accurately depict your anticipated bed time?

Any

How comfortable are you with others from differing identities? (race, ethnicity, culture, sexual orientation, trans+, etc)?

Any

How comfortable are you rooming with a member of the LGBTQ+ community?

Any

How likely are you to have overnight guests?

Any

What kind of atmosphere do you want your room to take on?

Any

How clean do you plan to keep your room?

Any

What type of relationship do you want to have with your roommate?

Any

How do you feel about sharing your personal belongings in the room?

Any

What type of environment do you prefer to sleep in?

Any

Are you a smoker? (defined as smoking anything at least once a week)?

Any

Where do you plan to study the most?

Any

When studying, what noise level do you prefer?

Any

What times most accurately depict your anticipated wake up time?

Any

☒ Exclude results that cannot be added or joined

Manage Group

Search

[Search for Roommates by Details](#)
[Suggest Roommates](#)

Click here
once finished

Step 3: Search Roommate by Profiles

The page will show you someone who has a similar roommate profile based on the questions you answered.

☒ Exclude results that cannot be added or joined

Manage Group

Search

[Search for Roommates by Details](#)

[Suggest Roommates](#)

**Porthos Musketeer (Group Leader: Group
Porthos Musketeer64eb310055)**

Age: 18

Classification: Rising Sophomore

Gender: Male

Description:

85% Match

Join Group

Send Message

View Profile

You can connect with them through sending a message or request to join their roommate group directly

Step 4: Suggest Roommates

By selecting Suggested Roommates, the page will show you people who has a similar roommate profile based on the questions you answered.

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Suggested Roommates

[Manage Group](#)

[Search for Roommates by Details](#)

[Search for Roommates by Profiles](#)

Porthos Musketeer

Age: 18
Classification: Rising Sophomore
Gender: Male
Description:

90% Match

[Add To Group](#)

[Send Message](#)

[View Profile](#)

Age: 16
Classification: Rising Sophomore
Gender: Male
Description:

72% Match

[Add To Group](#)

[Send Message](#)

[View Profile](#)

You can view their profile directly to see their answers to the questions, connect with them through sending a message, or request to join a roommate group with them directly

Step 4.1: Example of Viewing Others' Roommate Profile

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View Profile

Name: Athos Musketeer

Description:

Gender: Female

Age: 18

Roommate Matching

When studying, what noise level do you prefer?: Any noise level wouldn't bother me

Where do you plan to study the most?: Study mostly elsewhere but sometimes in my room

What type of relationship do you want to have with your roommate?: Be friends and spend some time together outside the room

What kind of atmosphere do you want your room to take on?: Social – frequent visitors

How clean do you plan to keep your room?: Casual

How do you feel about sharing your personal belongings in the room?: Ok with big items like TV or gaming console, but not my personal food or clothes

****What times most accurately depict your anticipated wake up time? **:** Between 8 – 10 AM

****What times most accurately depict your anticipated bed time? **:** Before 11 PM

What type of environment do you prefer to sleep in?: Okay with room having some ambient noise or light like a tv or fan

Are you a smoker? (defined as smoking anything at least once a week)?: No

How likely are you to have overnight guests?: Occasionally

