Junior and Senior Application How to Guide







Log into your housing portal and click into the "Undergraduate Application"

Undergraduate Student Applications

aculty research assistants, SCU students with on-campus job, SCU students with non-campus job/intership

2024-2025 Junior & Senior Housing



Once into the "Undergraduate Application" you will need to go to the drop down menu and scroll to click on "2024–2025 Junior & Senior Housing Application"

2024-2025 Junior & Senior Housing Application

Before you begin the application, carefully read through everything you will need in order to complete the application. This will help you to prepare you.

Application Term Selector Rising Junior/Senior

2024-2025: Undergraduate Housing (9/21/2024 - 6/12/2025)

The Application will populate and you will need to click "Apply" to begin it.

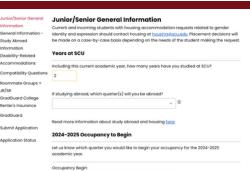
Your Demographic Information will populate on the next page. This directly pulls from your Housing Portal and you should not need to make any edits to this content. Proceed to the bottom of the page and hit "Save and

Continue^{*}

Junior and Senior Application How to Guide



The 2024-2025 Undergraduate Housing Contract will populate on the next page. Please read through the contract, check off "I agree" and then hit "Save and Continue



On the next page, the General Information will populate. As a Junior or Senior under years at SCU you will place a 2, 3 or 4 in the box. You will need to notate if you are studying abroad or not, and if so

Under 24-25 Occupancy to Begin you should populate Hall, unless you will be studying abroad in the Fall, then place place Winter and hit "Save and Continue".

	Disdibility-Related	Disability-Related Accommodations			
_	Accommodations	The following two boxes are ONLY for students requesting disability-related housing			
	Compatibility Questions	accommodation(s); please leave blank if you do not have a disability-related housing accomodation(s) request.			
	Roommate Groups =				
	JR/SR	All students requesting disability-related housing accommodations must register and submit			
	GradGuard College	their housing accommodation request to Office of Accessible Education (OAE) no later than March 1, 2024.			
	Renter's Insurance	1101011 9 2024			
	GradGuard	PLEASE NOTE: Due to high numbers of requests, the Housing Office has limited space available; this includes housing for disability-related accommodation(s). The Housing Office makes			
	Submit Application	every effort to provide approved housing accommodation(s); students are strongly encouraged to register with OAE as soon as possible. Follower to request disability-related housing accommodation(s) by March 1, 2024, may result in the inability by the Housing Office to provide the disability-related housing accommodation(s). Housing accommodations may			
	Application Status				
		become void if the selected housing preferences on your housing application contradict the			
		nature of the approved housing accommodation(s) and/or if you apply for housing as part			
		of a group. A group is defined as a student requesting to live with one or more room/suite			
		mates.			
		Do you have any disability-related accommodation needs we should know about?			

If you plan to, or are working with the Office of Accessible Education for a Residential Living Accommodation, please fill in the appropriate information. If not, you may simply continue to the next step.

Roommate Groups = JR/SR GradGuard College Renter's Insurance	is closest to your prefe potential roommate. Santa Clara Universit	rence. If applicable, this inf	the following questions by selecting the state able, this information will be used for match the see, tobacco-free campus. Smoking and other all time in this institute of the second of	
GradGuard	products are prohibited from use at all time in University Facilities. This includes A facilities owned and operated by Santa Clara University. Smoking Preferences			
Submit Application				
Application Status	Are you a smoker or are you willing to live with a smoker? Smoking is not permitted on the SCU campus, including the residence halls.			
	No	~		
	Sleeping Habits How do you sleep bes	?		

Compatibility Questions

Next, please complete the compatibility questions. Please be sure to be honest with all responses as the system utilizes these to create roommate matches. While as a Rising Sophomore student you have the ability to go through room selection, if you miss your time slot and we need to manually place you, we will utilize these responses to place you accordingly.

	Roommate Groups = JR/SR
	If you are going through the application an

GradGuard College

to verify your group once you are complete. Also make sure all students

Next, you will create a roommate group. If you are planning to go through room selection solo, you may click "Save & Continue". If you are planning to create a group to utilize for room selection, please be sure to delegate one person as a group leader. That individual will create the group and the login for all other group

Junior and Senior Application How to Guide









Did you know that SCU does not cover the cost of your personal belongings being stolen o

Grad Guard offers affordable renters insurance for students. While renters insurance is not required it is highly encouraged. When you click continue, it will take you to another site to complete your renter's insurance selection. It will then bring you back into the housing portal. Be sure to click "Save and continue once you make your selection.





Submit Application

Your Application is NOT complete until you click
"I Want To Submit My Application" below.

If you do not click "I Want To Submit My Application" below, your application is considered

Applicants with incomplete applications will NOT participate in the room selection process

I Want To Submit My Application

You have now reached the final step, all other sections are complete! if you plan to go back and edit info, do not click "submit". Your application data will be saved in the system. Once you submit and click "I want to Submit my Application" you will no longer be able to edit your application.



Application Status

You started your application for 2024-2025: Undergraduate Housing on 1/10/2024, and have signed the contract as of 1/10/2024. You have not paid the deposit. Your application is complete as of 1/10/2024.

Roommate(s) Email Information (if applicable) You do not have an assigned roommate at this time.



Application Complete!