

Housing Selection Guidebook for Fall 2025 - Spring 2026



We encourage you to view this document seamlessly, without page breaks

This can be done by going up to View (upper left) > uncheck "Show print layout", and that will allow the document to flow together best without breaks.

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What is Housing Selection?

Housing Selection is the process for returning students (current university students who want to live-on the next, upcoming academic year) to select their on-campus housing assignments for the 2025-2026 academic year.

The following information will guide you through this process!

All information herein is subject to change. This version is a Google Doc that can be viewed and we will update with frequently asked questions as we notice trends.

There is an <u>FAQ section</u> at the end of this document.

Housing Selection is an online process that is completed through utilization of your Housing. Cloud page on login.fitchburgstate.edu



The Department of Housing & Residential Services is happy to assist you during your time of selection. If you need assistance, please call us at 978-665-3219, emailing housing@fitchburgstate.edu, or come by the Main Housing Office between 9am-4:30pm weekdays when the university is open, located on the side right of Aubuchon Hall.

Timeline of Housing Selection

In order to participate in Housing Selection, you will need to sign the Housing Application for the upcoming academic year. This application contains the Housing Occupancy Agreement and when the application is filled out, it is agreeing to all parameters outlined in the Occupancy Agreement.

The Housing Application for 2025-2026 is live at login.fitchburgstate.edu > Housing.Cloud > Apps & Forms > Returner FULL Year Fall 2025 - Spring 2026

until 12pm Monday March 31	Roommate Group Forming, first deadline Will re-open for each following phase (Suite & Any Hall)
Afternoon Monday March 31	Lottery Numbers released for Apartment Selection
Tuesday April 1 9:30am-2:30pm	Selection: Apartments - Groups that can Fill an Apt Townhouses, Simonds, Cedar Lottery numbers assigned to select within this time
3pm Tues April 1 thru until 12pm Wed April 2	Roommate Group Forming, re-opens If a group did not select during Apt. Selection, they remain intact and will roll over to the next process. They do not need to do anything if wishing to remain the same group configuration

Afternoon Weds April 2	Lottery Numbers released for Suite Selection
Thursday April 3 9:30am-2:00pm	Selection: Suite - Groups that can Fill a Suite Aubuchon Hall, Mara Village Lottery numbers assigned to select within this time
2pm Thurs April 3 Priority given to those linked by 4pm Thurs April 3, if linking	Roommate Group Forming, re-opens If a group did not select during Suite Selection, they remain intact and will roll over to the next process. They do not need to do anything if wishing to remain the same group configuration
Evening Thursday April 3	Lottery Numbers released for Any Hall Selection
Friday April 4-Tues April 8	Selection: Any Hall Herlihy Hall & Remaining open beds in all halls
Fri April 4, 12:00pm-3:00pm	Lottery numbers assigned to select within this time & can select anytime before final deadline on April 8
until 10am Tues April 8	Selection open until this date & time

Steps to Ensure Housing for 2025-2026

Have an active \$150 Deposit on file

If you are currently living in on-campus housing in the Spring 2025 semester, you have an active Housing Deposit and are set for this step!

If you will be switching from commuter status to campus resident status for Fall 2024-Spring 2025, you will need to pay the \$150 deposit through the Marketplace portal to Housing

Complete the Housing Application

You must go to login.fitchburgstate.edu > Housing.Cloud Icon > Apps & Forms > Returner FULL Year Fall 2025 - Spring 2026 and complete the Housing Agreement 2025-2026 Application to participate in Housing Selection.

This first step is mandatory for all students. Failure to meet the deadlines may impact your selection time, ability to link with potential roommates, and limit options from which to select.

Roommate Linking

Once you complete your returning student housing application, you will be able to form a roommate group.

You can form a roommate group with anyone that has completed the returning student housing application. You will be unable to complete the roommate selection if you have not completed the returning student housing application.

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Please note that you can only link with other current Fitchburg State University students. You will not see students who will be new to the university in Fall 2025, even if they share that they have been admitted to the university. Students new to the university in Fall 2025 go through a separate selection process. If you have a friend you would like to live with who will be new, transferring into, or re-admitting to the university in Fall 2025, please email housing@fitchburgstate.edu to explore that possibility.

This process includes groups of students either looking to be direct roommates in a shared double and/OR any group looking to fully occupy an apartment or suite of single rooms.

You can only form a group with other peers who have also **completed** their Housing app for next year

For further guidance our platform, Housing.Cloud, has created several articles on <u>Portal Help for Students</u>. We recommend the following articles for the current process of finding or forming roommate groups:

- How to Form a Roommate Group
- How to Join or Leave a Roommate Group
- Find and Contact a Potential Roommate

Participate in Housing Selection

(We have a section a little lower in this guide on <u>Housing Options</u>, with details on each of the three phases of Selection)

You will be emailed with a selection date and time for each phase of the selection process.

- If in a Roommate group, only the **Group Leader** can select, but can do so at the earliest time available among all the group members
- Example: Sam, John, Kyle, and Ashley are a roommate group. Sam is the Group Leader. Upon receiving individual selection times, Kyle has the earliest selection time slot. Sam will go into the system at Kyle's time to select for the group

Housing.Cloud has created instructions on How to Select a Room

 You will not be able to select a room if you are not the Group Leader and/or if your selection time has not come up yet

After you select (if selecting individually) or your group leader selects (if in a roommate group) an assignment, you will no longer be given a selection date/time for subsequent, following processes.

Register for Classes

In order to live on-campus, you need to be enrolled in Fall 2025 classes.

March 17 to April 4 is the Advising time period in which you meet with your Academic Advisor to plan for Fall registration.

The ACT has instructions for logging into the <u>SSC Navigate platform</u> - this site not only allows you to both sign up for tutoring, but also see who your academic advisor is as well as their contact information if needed to schedule advising sessions.

April 7 to April 11 is the time to register for classes.

All dates can be found on the academic calendar online.

How are Housing Selection Times Generated?

The Apartment Selection process is seniority based in that those with more earned credits will receive an earlier selection time. Those in a linked group to select are able to select at the time of the group member with the earliest time.

All other processes (Suite Selection and Any Hall Selection) are randomly generated selection times. Again, those in a linked group to select are able to select at the time of the group member with the earliest time.

Selection times will be sent to your university email for each respective process, until you select a space. Once you have selected a room for next year, you are removed from future selection processes.

How Do I Change My Status?

Currently a Commuter looking to Live On in Fall 2025

Pay the \$150 deposit via the <u>Marketplace</u> portal for Housing Email <u>Housing@fitchburgstate.edu</u> to express your interest in living on for Fall and with any questions or if you did pay the deposit.

Within 2-3 business days of paying the deposit, the Application will be available in Housing.Cloud for you. Then follow the steps outlined above: Complete the Housing Application

Currently Living On looking to be a Commuter for Fall 2025

Simply do not sign the Housing Occupancy Agreement for 2025-26. Only those who sign the Occupancy Agreement before or during the selection process will be able to participate in the Housing selection process.

If you do not sign the Occupancy Agreement and remain living on until the close of the Spring 2025 semester, your Housing Deposit will be released back to you after the halls close, and your status will be changed back to "Commuter".

Housing Options

Where Can I Live as a Returning Student at Fitchburg State University?

Information on rates can be found online here:

 $\frac{https://www.fitchburgstate.edu/resources/current-students/student-accounts/housing-and-meal-planfood-costs$

Apartment Selection

Options outlined below will first run in the **Apartment Selection process for groups that can FULLY fill an apartment* to select it**

These options will *then be in the Any Hall* process for individuals or groups to partially fill a suite as bed availability allows

*Cedar House can only be selected by individuals but is included in Apartment Selection given Cedar and both apartment areas do not require a minimum meal plan (and have the option to select any meal plan)

Townhouses Bedroom options are Singles		
Groups Sizes for Townhouses	Living Style	In each Apartment
5-6 person apartments are the majority Two 7-person apartments and One 8-person apartment	Apartment Style Bedrooms: Twin XL Beds 1 set of all furniture in the bedroom	Shared living-room Full kitchen (stovetop/oven, refrigerator, sink) Bathrooms per apt contains: • (1) half (toilet & sink) • (1) full (toilet, sink, shower)

Simonds Bedroom options are Singles		
Groups Sizes for Simonds	Living Style	In each Apartment
4-5 person apartments are the majority	Apartment Style Bedrooms: Twin XL Beds 1 set of all furniture in the bedroom	Shared living-room Full kitchen (stovetop/oven, refrigerator, sink) Bathrooms per apt contains: • (2) full (toilet, sink, shower)

Cedar Street House Bedroom options are Singles		
Groups Sizes for Cedar	Living Style	In Cedar House
1-person, single bedrooms Selection here can only be done by individuals, not linked to anyone else	Traditional Style Bedrooms: Twin XL Beds 1 set of all furniture in the bedroom	Three living-rooms/ convening spaces Full kitchen (stovetop/oven, large refrigerator, sink) Bathrooms, 1st Floor:

	(2) full (toilet, sink, shower) single user bathrooms Bathrooms on each 2nd & 3rd Floors: • stalled toilets • shower stalls
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Suite Selection

Options outlined below will first run in the Suite Selection process for groups that can FULLY fill a suite to select it

These options will then be in the Any Hall process for individuals, pairs, or groups to partially fill a suite as bed availability allows

Aubuchon Hall Bedroom options are either Premium Singles or Design Doubles		
Groups Sizes for Aubuchon	Living Style	In each Suite
4-person (if all bedrooms in suite are Premium Singles) to 8-person (if all bedrooms in a suite are Doubles) Configurations of 4/5/6/7 should contact Housing ahead of selection if interested in Aubuchon	Suite Style Bedrooms: Twin XL Beds Premium Singles in Aub have 2 sets of all furniture in the bedroom	Shared living-room Bathroom per suite contains: • (2) stalled toilets • (2) shower stalls

Mara Village 1-7 Bedroom options are Mara Premium Singles		
Groups Sizes for Maras 1-7	Living Style	In each Suite
4-person suites are the majority	Suite Style Bedrooms: Full Sized Beds Premium Singles in Maras 1-7 have 1 set of all furniture in the bedroom	Shared living-room Bathroom per suite contains: • (2) stalled toilets • (2) shower stalls

Mara Village 8 Bedroom options are Mara 8 Doubles and Mara 8 Premium Singles		
Groups Sizes for Mara 8	Living Style	In each Suite

8-person suites are the majority

Very small number of 6-person; configurations of 4/5/7 should contact Housing

Suite Style

Bedrooms: Twin Sized Beds Premium Singles in Mara 8 have 2 sets of all furniture in the bedroom

Shared living-room

Bathroom per suite:

 1-2 single user, full bathroom(s)

Any Hall Selection

Options outlined below will only run in the Any Hall Selection process **Additionally, all options outlined above** will be in the Any Hall selection for individuals, pairs, or groups to select as bed availability allows to partially fill a suite or apt, as available.

Herlihy Hall Bedroom options are either Studio Singles or Premium Doubles		
Groups Sizes for Herlihy	Living Style	In the building
1-person, individual select 2-person to select a Double	Traditional Style Bedrooms: Full Sized Beds in all rooms	Shared lounge spaces Computer room Bathroom Shared space: • 1st floor - Gender Inclusive • 2nd & 3rd floors - Gender Specific Bathrooms • All bathrooms have: • Stalled toilets • Shower stalls with locking

Herlihy is newly reopened and our newest reimagined living style! Given this exciting return to our inventory, full details on options can be found on the website <u>here</u>.

Note on Russell Towers

Russell is a new/first-year student living location only and will NOT appear as an option for current students selecting Housing for the 2025-26 academic year.

Frequently Asked Questions (FAQs)

How do I get a Housing Selection Time?

All students that complete the 2025-2026 Housing Occupancy Agreement Application by Monday April 1, 2025 at 12pm will receive Housing Selection Time(s) via email. Times will be emailed the day before each phase of the process (please review the timeline above). You will get a new selection time if you did not select a space yet to be able to participate in the next upcoming process. An email will go out to your student email account to inform you of your housing selection time.

What is a Housing Selection Time?

Your Housing Selection time determines when you or your group leader can log on to Housing. Cloud and select your desired space for next year. The earlier the time, the earlier you get to pick your room. If you are in a mutually linked group, the person with the earliest time is the time when your group can select.

How are Selection Times Determined?

For Apartment Selection, selection times are based on credits completed.

For Suite & Any Hall Selection processes, selection times are randomly generated.

Can I select to live in the exact same room I'm in now?

It cannot be guaranteed that the room you are in now will be available at your selection time, though it may be possible.

Current residents of Russell will not be eligible for that building in the Fall.

Additionally, a reminder that all residents are expected to fully move out by or on the last day of finals of this Spring semester.

I know who I want to live with; what do I do?

Form a Roommate Group via Housing.Cloud. To form a Roommate Group, all students must have completed their Current Student Housing Application.

Can I give my selection time to my friend?

NO. Selection times are assigned to a specific person and are non-transferable.

Only those who are grouped together will have a shared option of selection times.

What if I am in class during my time?

If you are in class during your housing selection time, that is not a problem; once you are out of class you can log on and select your room.

It's also encouraged that if you are in a group and the best time of your group occurs while the Group Leader is in class, the Group Leader status can be transferred to someone else in the group, regardless of the newly selected Group Leader's time. Transferring Group Leader status is outlined in the article How to Form a Roommate Group

How do I select my Meal Plan?

Meal Plan assignment/selection will occur after the close of Spring semester, leading up to the end of June. Students will also have the chance to request meal plan changes up through the second week of classes in Fall 2025.

What happens if my roommate's plans change during the summer and they do not return in the fall?

If a friend shares with you they are not returning, we encourage you to reach out to Housing & Residential Services at any time to explore options. As vacancies occur, a new resident may be assigned to fill the space.

If you do not have a new roommate, Housing & Residential Services will look at consolidating spaces and/or placing a new student in this vacancy.

Can I live with an incoming first year or transfer student?

Most first year students will be assigned to first year-only housing.

If you have a friend who will be new, transferring, or re-admitting to Fitchburg State this Fall, reach out to Housing to explore the possibility of living together.

Can I get on a waitlist if I don't get my first housing choice?

We will open a Room Change Request process after all Housing Selection processes have run.

Is it possible to have gender-neutral housing?

Gender neutral housing is available on campus. By default, all apartments and suites (Townhouses and Simonds) are automatically open to a mixed-gender linked group who can FILL the apartment or suite.

When the Any Hall selection phase occurs and individuals or groups are selecting into parts of a suite or apartment, then those will be single-gender spaces.

What happens if I don't participate in Housing Selection, but I fill out the Housing Application?

Those who filled out the Housing Application but who did not self-select by the final deadline (end of the Any Hall selection process), will be assigned by Housing based on the information they selected in the application.

What happens if I don't participate in Housing Selection?

Anyone who does not sign the Housing Occupancy Agreement by the deadline will have their deposit released back to them after Spring Closing and they do not have a spot in Housing for the upcoming academic year.

If after Housing Selection occurs, you decide you do want to live-on in the Fall, reach out to us via housing@fitchburgstate.edu so we can discuss your housing options. Remember, the longer you wait the less choices you have for your housing next year.

I'm trying to form a roommate group and my friend can't connect with my link. Why not? Your friend has not applied online. All students must complete the Housing Occupancy Agreement Application before a roommate group may be formed. Be sure to review the above roommate linking/matching information.

I'm trying to choose my housing and I don't see the building I want. Why not?

Only vacant, eligible rooms show as options. If you don't see a building or a room, it means it is full or you aren't eligible.

For example, if you are in a roommate group of three people but are wanting to select a Mara Village 1-7 suite (which are majority 4-person configurations) during Suite Selection, those will not show. A fully vacant suite may appear in Any Hall selection though in this example, if available.

Note on Rates/Costs/Fees

Rates are still in the process of being finalized and will be updated here, as well as our website, as soon as possible

Note on Disability Services/Accommodations via DSO

More details to come to support those seeking or who have an approved Accommodation. Please connect with Disability Services at disabilitserviceslist@fitchburgstate.edu with questions in the meantime.

I've missed all the deadlines. Now what? Will I be unable to get housing?

Do not worry! You will be able to get housing for next year. Reach out to us via housing@fitchburgstate.edu so we can work with you on your placement. We will also need to ensure that you paid the deposit and did your housing application

Room Selection - Get Ready!

- 1. Decide what housing you want and with whom you'd like to live
- 2. Create a Plan A, Plan B and Plan C for what spaces who work well with your group.
- 3. All roommate groups must be fully linked up by posted deadlines before each phase of respective processes.
- 4. Set reminders to make sure you don't miss your selection day and time.

Questions? Do not hesitate to reach out to us at housing@fitchburgstate.edu, calling 978-665-3219, or stopping by our office on the right side of Aubuchon Hall.