Incoming Transfer Self-Selection – FAQ’s

Q: How do I know if I’m able to participate in selecting a space?
A: Students who completed the incoming transfer contract process (PHF, e-signature housing contract and made their prepayment) are able to select a space. Check with the Village Residential Services Office if you have any questions.

Q: Where are emails sent?
A: All correspondence about the Village Incoming Transfer Space Selection process will be sent to your UCSD email account. Students should check it frequently between now & August. Emails will not be sent again if they get "bounced-back" for some processes. Students must be responsible for making sure that they can receive email at their UCSD email account.

Q: How do I know what spaces are available?
A: Students can check with the Village Residential Services Office about available spaces. In the afternoon of Friday, July 22, students can click on the "Current Spaces Available" link in the New Transfer Self-Selection Portal to see what apartments are available and can also check back during the process to see spaces that are partially filled, full or still empty.

Q: When will I receive my access code and login time?
A: Students will be able to see their access code and login time via the New Transfer Self-Selection Portal. Information will be available in the late afternoon.

Q: What is a login time?
A: All students who completed their housing contract (PHF, contract and $450 prepayment where applicable) will receive a login time. Login times are assigned based on when a student electronically signed their housing contract. A login time is the earliest time you can go in and select space.

Q: What if I can’t login at my designated login time to select a room?
A: Students can login any time after their designated time and up to midnight on July 30, 2016 to select a room. However, students that choose to login later than their specified time should know that they will have a smaller selection of spaces to choose from. Students that do not select a space by July 30th and who have not cancelled will be assigned to a space based on availability.

Q: How do I get to live with my friends?
A: If you have a new incoming transfer student you’d like to live with then make sure you have their access code and you’ll need to decide who has the earliest lottery time. If you are added into a group and they do not have your permission, those students will face disciplinary action and the cancellation of their housing offer for 2016-2017. Students who are already in a group or have already selected into a space cannot be added. Additional information is available online.

Q: What happens if my selected roommates and I don’t fill an apartment?
A: Students will be able to select into apartments that have spaces left. If your apartment isn't full by the end of the process, it may be filled by someone during the rest of summer or off the housing interest list.

Q: How do I find out who I am living with?
A: During the room sign-up process you can login to the portal after you have selected a space and see the students who have chosen into your apartment or room. This will be available till August 2nd. After that, you’ll be able to view your roommates/apartment-mates when MyRoomAssignment opens.
**Q: Can I change rooms if I don’t like what has been selected?**

**A:** Once you have selected a space, you must confirm it. Up until you confirm your space, you can make changes if needed. **After you confirm your selection, your assignment is final!** There are no changes! Check with the Village Residential Services Office if you have any questions.

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**Q: What if I want to cancel my housing contract?**

**A:** Please refer to the online cancellation policy located at: [http://hdh.ucsd.edu/housing/incoming/pages/HousingContract.html](http://hdh.ucsd.edu/housing/incoming/pages/HousingContract.html) and click on the “2016-17 Cancellation Policy for Incoming Freshmen and Transfer Students” PDF. You can also contact Housing Administrative Services at 858.534.4010 (housinginfo@ucsd.edu) or the Village Residential Services Office at 858.534.9380 (thevillage@ucsd.edu). Please include your PID and name when emailing.