**GROUP HOUSING INFORMATION**

**What is Group Housing?**
Group Housing is an opportunity for large groups of students to choose their floor community. Students participating in Group Housing can choose from the following:
- **Towers Wing:** 24 residents (C wing) or 25 residents (A or B wings)
- **Des Places Group Suite:** 9 people in a three bedroom suite (Three Triple rooms)

Applications for group housing are available in the Towers and Des Places Offices.

*If you participate in Group Housing, you will not participate in the Room Lottery.

If we are granted a wing or suite, how do we choose our rooms?
- **Towers:** Once applications are approved, each group will be assigned a wing. The entire group will need to come to select their room on February 26, 2020. Each individual should come to the Towers Multi-purpose Room any time between 9 a.m. and 5 p.m. on that day and must present their deposit receipt. They will then be allowed to sign up for their room.
- **Des Places:** Des Places groups will be notified of their room assignment and will meet with the Des Places office to complete the necessary paperwork.

**GENERAL HOUSING LOTTERY INFORMATION**

**How do I select my room?**
You and your roommate(s) (or suitemates) must come to the Duquesne Union Ballroom on March 12 at your designated time to choose which room you would like to live in next year. You will be able to review all available spaces and select a specific room. Please be prepared with different options in case your desired room is not available.

What do I do if I can't be there to select my room?
You can designate anyone to serve as your proxy to select your room in your place. If you cannot find a proxy, a Residence Life staff member can serve as a proxy for you. However, if someone else is selecting your room, you must complete the Room Selection Proxy Form.

*Proxy Forms will be available when you choose your lottery number or online at duq.edu/room-selection.

This reserves your room on campus for the 2020-2021 academic year! If you do not select a room during Room Selection on your designated date you will be placed onto a waiting list.

**Am I eligible to select a room?**
To select a room, you must meet the following criteria:
- Must be a current student
- Must have a $0 student account balance
- Must make a $300 non-refundable deposit

**How do I make the deposit?**
Deposits must be paid online or at the Cashier’s Office on the first floor of the Administration Building.
- Deposits are non-refundable
- Bring Cash or Check (made payable to Duquesne University)
- If paying online, you may make eCheck payments or credit card payments. Online deposits can be submitted under the Student Account section of Self Service Banner where it reads “make a room deposit.”

You must present proof that your deposit has been paid in order to select a room through any aspect of the room selection process.

The Duquesne University Campus Residency Policy
Those students who have not yet achieved junior status or who have not completed the equivalent of four full semesters of academic work are required to reside in University housing.

The Campus Residency Policy can be found online at duq.edu/life-at-duquesne/residence-life/campus-residency.

Current freshman can request exemption from this policy by completing a Campus Residency Waiver Request form. A limited number of exemption requests outside of the criteria designated in the policy will be considered. These requests must include a letter of support from a student’s parent or guardian.

For further information please contact the Office of Residence Life at 412.396.6655 or visit us online at duq.edu/residence-life

Office of Residence Life
IMPORTANT DATES

January 24, 2020
Group Housing Applications Available
Towers Office & Des Places Office

January 30, 2020
Brottier Returning Resident Applications Due

February 13, 2020
Brottier Returning Resident Deposits Due
Brottier New Resident Deposits & Applications Due

February 14, 2020
Group Housing Applications Due
Towers Office & Des Places Office

February 18, 2020
2 p.m. | Brottier Returning Resident Selection
Towers Multi-purpose Room

February 19, 2020
2 p.m. | Brottier New Resident Selection
Towers Multi-purpose Room

February 20-21, 2020
Current Sophomores and Up Lottery Numbers are selected
Towers Multi-purpose Room

February 24, 2020
Des Places Group Housing
Deposits and Agreements Due
Des Places Office

February 26, 2020
9 a.m. – 5 p.m. | Group Housing Selection
Towers Multi-purpose Room

March 9-11, 2020
General Room Lottery Numbers Selected
Towers Multi-purpose Room

March 12, 2020
ROOM SELECTION
Duquesne Union Ballroom
You will be able to select in order of your lottery number at the following times:
Current Juniors and up: 3 p.m.
Current Sophomores: 4 p.m.
Current Freshmen: 6 p.m.

GROUP HOUSING
INFORMATION SESSION
Come and ask your questions regarding all aspects of Group Housing.
January 28, 2020
8 p.m. | Towers Multi-purpose Room

NEED A ROOMMATE?
Come and meet other residents looking for a roommate!
March 10, 2020
9 p.m. | Towers Multi-purpose Room

We’ll see you there!

JOIN US FOR THE 9TH ANNUAL HOUSING INFORMATION FAIR!
Thursday, February 6, 2020 | Hogan Dining Center | 11 a.m. to 2 p.m.
Learn more about:
• Each Living Learning Center
• Dining Services
• Updates to housing
• All aspects of Residence Life

DES PLACES, TOWERS, VICKROY & BROTTIER HALL OPEN HOUSES: Come have questions answered and take a tour!

DEs Places Hall
February 3, 2020
9 p.m. | Des Places Lobby

Vickroy Hall
February 3, 2020
9 p.m. | Vickroy Kitchen

Towers
February 3, 2020
9 p.m. | Towers MPR

Brottier Hall
February 3, 2020
8 p.m. | Brottier Lobby
February 11, 2020
11 a.m. | Brottier Lobby

BROTTIER HALL INFORMATION

Am I eligible to select Brottier Apartment?
To select a Brottier apartment, you must meet the following criteria:
• Must be a current student who will be a junior or higher for the 2020-2021 academic year.
• Must have a $0 student account balance.
• Must make a $300 non-refundable deposit.

How do I select my apartment?
On February 19, 2020, you and your roommate(s) must come to the Towers MPR beginning at 2 p.m. at this time you will be able to choose which apartment you would like to live in the next year. You will be able to review all available spaces and select a specific apartment. Please be prepared with different options in case your desired apartment is not available.

What do I do if I can’t be there to select my room?
You can designate anyone to serve as your proxy to select your room in your place. If you cannot find a proxy, a Residence Life staff member can serve as a proxy for you. However, if someone else is selecting your room, you must complete the Brottier Room Selection Proxy Form. These forms will be available on CampusLink.

Will my Room Award apply if I select a room in Brottier?
Yes. The Room Award will still apply if you select a room in Brottier. This reserves your Brottier Apartment for the 2020-2021 academic year! If you are unable to select an apartment in Brottier, you will be able to select your lottery ticket for the General Room Selection Lottery immediately following the Brottier Room Selection on February 19, 2020.

ASSUMPTION HALL REMINDER
Assumption Hall is reserved for students in the Duquesne Honors College. Students who are not members of the Honors College but wish to reside in Assumption should submit a request to the Office of Residence Life.

ROOM AWARD REMINDER
If you do not select on-campus or affiliated housing, you will no longer be eligible for the On-Campus Room Award.

OPEN HOUSES:

Assumption Hall is reserved for students in the Duquesne Honors College. Students who are not members of the Honors College but wish to reside in Assumption should submit a request to the Office of Residence Life.

How do I select my apartment?
On February 19, 2020, you and your roommate(s) must come to the Towers MPR beginning at 2 p.m. at this time you will be able to choose which apartment you would like to live in the next year. You will be able to review all available spaces and select a specific apartment. Please be prepared with different options in case your desired apartment is not available.

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Will my Room Award apply if I select a room in Brottier?
Yes. The Room Award will still apply if you select a room in Brottier. This reserves your Brottier Apartment for the 2020-2021 academic year! If you are unable to select an apartment in Brottier, you will be able to select your lottery ticket for the General Room Selection Lottery immediately following the Brottier Room Selection on February 19, 2020.

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