

**Apply for Housing**

Due  
12PM  
3/19

**Prepare for Room Selection**

Do you want to live  
in a single room or  
with roommates?

Live with Roommates

Form roommate  
group

Determine who has  
the best timeslot

Timeslots  
assigned  
3/29

Single room

**Select your Room**

During your  
timeslot  
4/12 - 4/14

**Go back into your housing application and be sure your roommates are all matched – you can do this at any time before room selection week. If you have a hold on your account, this will not be available to you – contact the Cashier’s Office at 262-243-2609 to discuss your account.**

The screenshot shows the Concordia University housing application interface. At the top is the university logo and the slogan "Inspiration in Action™". Below that is a navigation bar with "Home" and "Application". A secondary navigation bar contains "Application Menu | Applying for AY 2020 - 2021 - Returning" and "Application Status | Cancellation of Housing". A progress bar below these bars shows seven steps: 1. Welcome, 2. Profile Questions, 3. Select Your Meal Plan, 4. Online Contract, 5. Confirm Completion of Application, 6. Search for a Roommate (highlighted with a yellow circle and an upward-pointing triangle), and 7. Select Your Room.

### Search for a Roommate

**AT YOUR TIMESLOT go into your application and go to Select Your Room**

This screenshot is identical to the previous one, showing the same navigation and progress bar. However, in this view, step 7, "Select Your Room", is highlighted with a yellow circle and a downward-pointing triangle, indicating the current step in the application process.

### Select Your Room

**Choose building from the choices displayed**

**Building** > Floor > Rooms > Beds

#### [Augsburg \(AU\)](#)

is made up of doubles, triples and quad rooms for women and single rooms for both men and women. Men and women are separated by floors and all single rooms have personal sinks. Community bathrooms are shared by floor.

#### [Chemnitz \(CM\)](#)

is the newest residence hall. Chemnitz offers nine-person suites, each comprised of three triple rooms that share a common bathroom area.

#### [Coburg \(CO\)](#)

is located along the lake. This residence hall offers suite-style living. In addition to the shared bathroom, each bedroom is a single room. Each suite is shared by four residents. With exception to the first floor, each floor has a kitchen and lounge area overlooking Lake Michigan to enhance ...

#### [Heidelberg \(HE\)](#)

is a hall that houses mostly new students. Most rooms host four residents. Females occupy the first floor and males the second. A community bathroom on each floor is shared with the rest of the hall. Community kitchen and lounge areas are available for residents.

#### [Katharine \(KA\)](#)

is a suite-style all-female hall. Each suite has between two and four occupants who share a bathroom. Some rooms have a lake view. Some handicap accessible rooms are available.

#### [Regents \(RE\)](#)

offers suite-style living. Four-person rooms have two double-occupancy bedrooms, a living area, and a bathroom. Five-person rooms have five single bedrooms, a living area, and a bathroom. Men and women are separated by a common lounge on each floor. Handicap accessible rooms are available. R

## Select floor or suite number

Building > **Floor** > Rooms > Beds

### Coburg (CO)

is located along the lake. This residence hall offers suite-style living. In addition to the shared bathroom, each bedroom is a single room. Each suite is shared by four residents. With exception to the first floor, each floor has a kitchen and lounge area overlooking Lake Michigan to enhance the living experience. Coburg Hall residents are primarily upperclass students.

Floor	Single - Beds	Double - Beds	Triple - Beds	Quad - Beds	Other
Coburg Suite 127	0	0	0	4	0
Coburg Suite 133	0	0	0	4	0
Coburg Suite 134	0	0	0	4	0
Coburg Suite 135	0	0	0	4	0
Coburg Suite 136	0	0	0	4	0
Coburg Suite 210	0	0	0	4	0
Coburg Suite 214	0	0	0	4	0
Coburg Suite 215	0	0	0	4	0

**\*Save and continue**

**Click on each space in the suite and save and continue**

Building > Floor > **Rooms** > Beds

### Coburg (CO) - Coburg Suite 135

Available Rooms

- Coburg 135A - F - 1/1
- Coburg 135B - F - 1/1
- Coburg 135C - F - 1/1
- Coburg 135D - F - 1/1

**Key:** Room - Gender (M: Male, F: Female, N: Neutral, D: Dynamic, C: CoEd) - Available Beds/Total Beds

**Save & Continue**

## Assign yourself then your roommates to the spaces

Building > Floor > Rooms > **Beds**

### Coburg (CO) - Coburg Suite 135

Time remaining for bed selection: 02:29

Select the bed you would like to have.

My Bed:

Select the bed(s) you wish to assign to your roommate(s).

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[Reserve Beds](#)

Click on reserve beds and the next page confirms your reservation – for both fall and spring semesters

### Room Reservation Details

<b>Room:</b>	Coburg 135A
<b>Room Type:</b>	4-person Suite
<b>Location:</b>	Coburg (CO)
<b>Floor:</b>	Coburg Suite 135
<b>Available Terms:</b>	Academic Year Application Summer Session Winterim
<b>Available To:</b>	New Returning
<b>Mandatory Housing Profiles:</b>	None

### Occupancy Information

Beds	Occupants	
<b>Coburg Hall 135A - 1</b>	.StarRezReturning. (8/24/2020 - 12/11/2020)	<a href="#">View Profile</a>
<b>Coburg Hall 135A - 1</b>	.StarRezReturning. (1/25/2021 - 5/14/2021)	<a href="#">View Profile</a>
Coburg Hall 135B - 1	.StarRezTestT (8/24/2020 - 12/11/2020)	<a href="#">View Profile</a>
Coburg Hall 135B - 1	.StarRezTestT (1/25/2021 - 5/14/2021)	<a href="#">View Profile</a>
Coburg Hall 135C - 1	.StarRezTestT (8/24/2020 - 12/11/2020)	<a href="#">View Profile</a>
Coburg Hall 135C - 1	.StarRezTestT (1/25/2021 - 5/14/2021)	<a href="#">View Profile</a>
Coburg Hall 135D - 1	.StarRezTestT (8/24/2020 - 12/11/2020)	<a href="#">View Profile</a>
Coburg Hall 135D - 1	.StarRezTestT (1/25/2021 - 5/14/2021)	<a href="#">View Profile</a>