

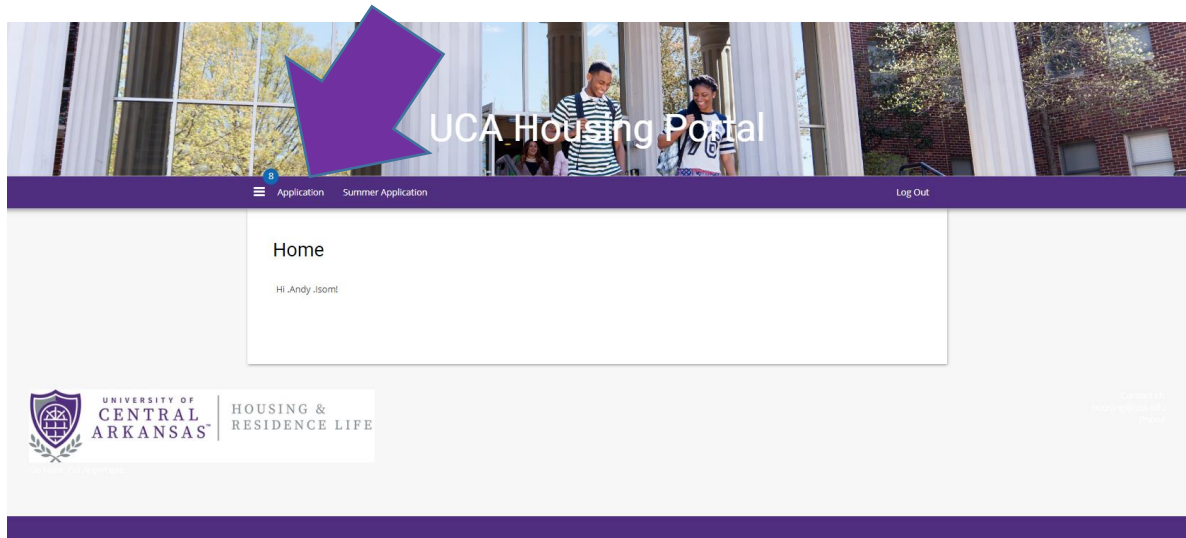
Go to myuca.edu and click on the MyHousing Tab.

The screenshot shows a web browser window with the URL <https://myuca.edu>. The navigation menu includes Home, Essentials, Roles, Collections, Favorites, About, Search, and Log out. A large purple arrow points to the 'Favorites (7)' section, which contains several tiles: BEARSHARE Brand Portal, My Housing, Self-Service, Banner 9, Argos Web Viewer, Building Emergency Plans, and Work Request (Mainsaver). The 'My Housing' tile is highlighted with a purple arrow.

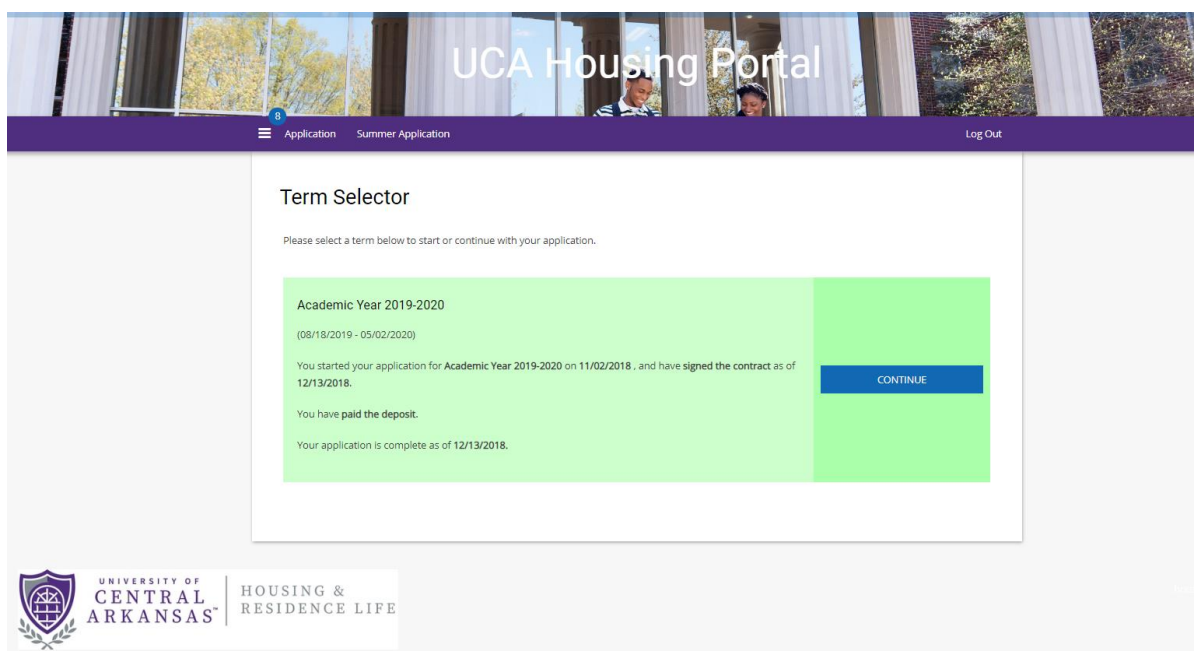
From there Click on the Fall 2019 Freshman Tab!

The screenshot shows the 'My Housing' page with the heading 'Please choose the appropriate application'. A large purple arrow points to the 'Fall 2019 Freshmen' option. The options are: Spring 2019 (Existing residents and those applying for Spring 2019 housing should use this option.), Fall 2019 Freshmen (Incoming freshmen for the Fall 2019 semester should choose this option.), and Fall 2019 Transfers and New to UCA (Transfers and those new to UCA (non-freshmen) for the Fall 2019 semester should choose this option.). A 'LIVE PURPLE' logo is visible on the right side of the page.

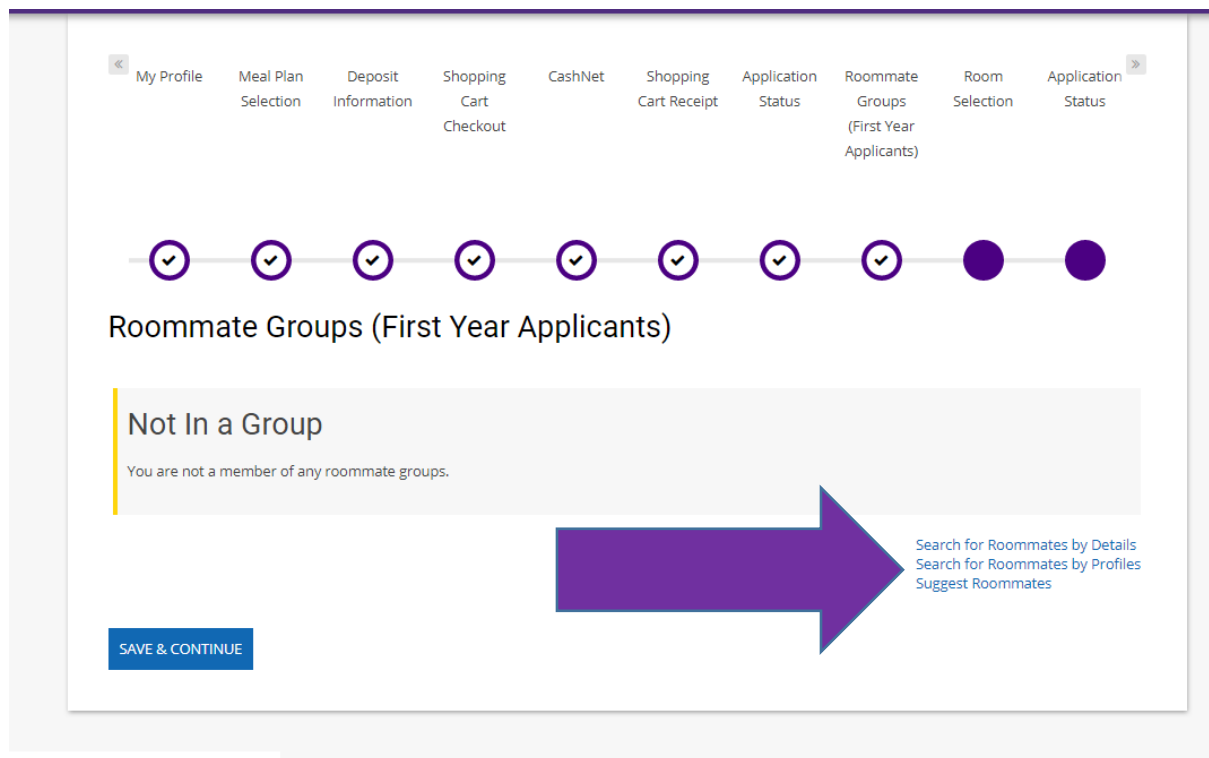
This will log you into the StarRez Housing Portal Click on the Application Tab located at the top.



From here you will be taken to the term selector. You will see your application Status, if you have paid the deposit, and when the contract was signed. If all of these are complete click continue. If you are searching for a particular person they will have to have all of these completed as well.



This will take you to the roommate groups (First Year Applicants)



Here you will have three options:

Search by Details – First name, Last name, ID number

Search by Profiles – You can filter the results by their profile questions

Suggest Roommates – This will look at how you answered your profile questions and will match you with other people who have similar answers.

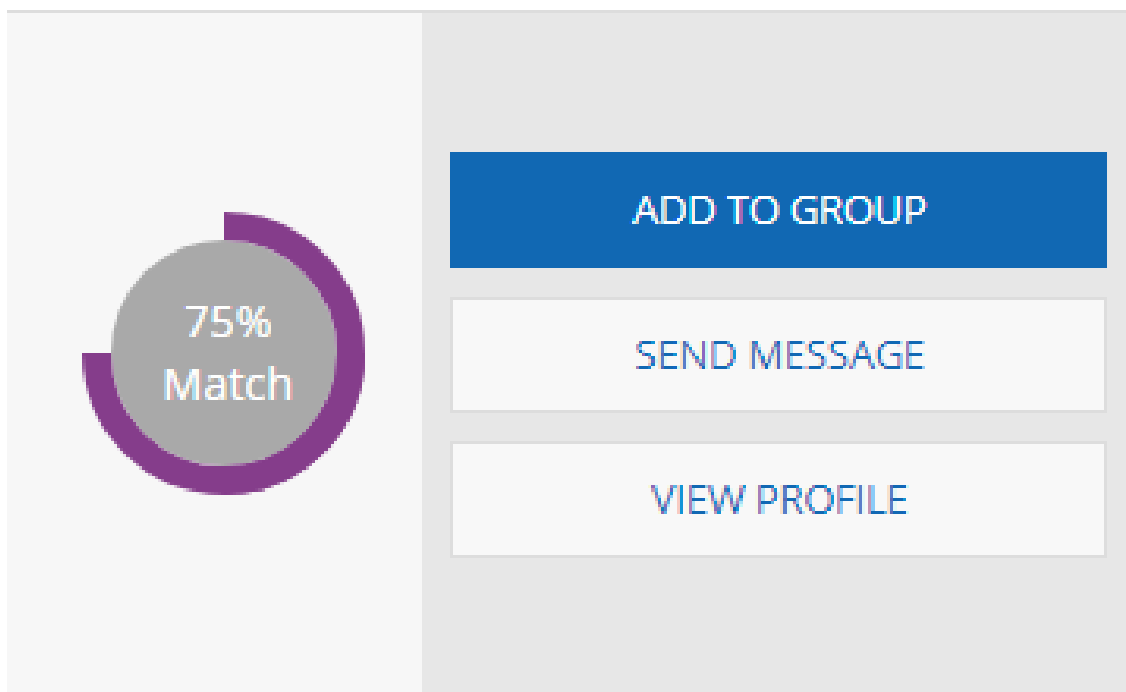
Click any of these three options to search for your new bestie!

Once you find your new Best Friend you will have these options.

Add to your group – Send them a request to be roommates

Send Message – Send them a message to get to know each other

View Profile – You can see what they have listed on their profile and some information about them.



Once you have requested them as a roommate it will email them letting them know they have a roommate request pending. They will have 7 days to accept the request or it will cancel. You may add or remove roommate requests up until February 15th. At this time all roommate requests will be locked and cannot be changed anymore.

Please email housing@uca.edu if you have any questions about this process. Thank you so much and we are excited to have you on campus with us this fall! GO BEARS!

