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To access this application please click on "2019-2020 Off-Campus Housing Application" link found below.

## Other Features

### Housing Selection Proxy

The Housing Selection Proxy feature is available to students that will be unable to get online at their designated room selection time to select a room. This feature will allow you to grant another student the ability to select a room for you.

- ***This will only be necessary if you are selecting housing via an online process, either Off-Campus Housing Selection or Residence Hall Room Selection.***

### Roommate Finder

Roommate Finder will assist you with finding a roommate if you are unable to find one. Using Roommate Finder requires the completion of 3 steps:

1. Roommate Finder Application
2. Residence Hall Room Selection Roommate Finder
3. Edit Roommate Preference

Full instructions on this process can be found on the Room Selection section of the Residential Life website.

## AY19-20

- **You are a designated proxy for x Res3. Please click on this link to perform actions as a proxy.**
- [Housing Selection Proxy](#)
- [On Campus Housing Application](#)  
: You began an application but did not submit it. Select the link above to continue.
- [Off-Campus Address Submission Form](#)  
: You have not applied. Please click on the above link to complete this application.

Step 1: Scroll all the way to the bottom. Select the On Campus Housing Application.

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## 2019 - 2020 Housing Application

x Res3 (999999903)

Welcome to your 2019 - 2020 On-Campus Housing Application. The following pages will include a series of questions that are required of all students planning on living on-campus for the next academic year. You must complete this application in its entirety. Failure to complete this application will prevent you from selecting On-Campus Housing.

Please click on "I Agree" to proceed.

Step 2: Next, please select I agree.

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## Residential Life and Housing Policies

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Please review the Residential Life and Housing Handbook before proceeding. Policies and procedure set forth in this handbook will apply to you for the duration of your time as a resident of the Skidmore College Residence Hall and Apartment system. Any violation of, or refusal to comply with, the policies and procedures found in this handbook and/or other College policies may result disciplinary action up to but not limited to removal from the Residential System and/or dismissal from the College.

This document is updated yearly during the summer. The document below is for the 2018-2019 Academic Year. Be sure to check and review the updated document for the 2019-2020 Academic Year when it is posted on the Office of Residential Life website in August for any changes to policy.

Full text of this document can also be found via the following link: [Residential Life and Housing Handbook](#)

By clicking below you are accepting the terms of this contract.

\* Click "Yes" to accept this agreement. You will not be permitted to proceed without accepting this agreement.

Yes ▼

Next >

Step 3: Review our policies and housing handbook and select Yes from the drop down list.

## Personal Contact Information

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The questions on this page all relate to your personal identity and your contact information. Please review the information on this page and answer each question honestly.

### Cell Phone Number

Skidmore College and the Office of Residential Life requires that all students have their Cell Phone number on file in case an emergency or other situation arises in which a student must be quickly reached.

Your phone number will not be shared with anyone other than those on official college business the college and only when communication needs to happen quickly or other forms of communication prove ineffective.

Please provide your Cell Phone number in the xxx-xxx-xxxx format below.

#### Cell Phone Submission

\* Cell Phone Number (xxx-xxx-xxxx)

### Preferred First Name

Please provide your preferred first name in the field below. Your preferred first name will be used for all communication from the Office of Residential Life and is the name that will be shared with Residential Life staff and your future roommates.

#### Preferred First Name

\* Preferred First Name

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Step 4: Please provide your cell phone number. We also ask that you provide your Preferred First Name. This is the name that the Office of Residential Life will use in all communications to you.

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e2campus Emergency Notification System

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Skidmore College **requests** all students to sign up for the College's text messaging system, e2campus, to further improve communications. e2campus is a web-based, mass-notification system that enables the Department of Campus Safety to send instant alerts to all students, faculty, and staff cell phones, email accounts, pagers and Skidmore's home page automatically all at once from one easy-to-use interface.

Campus Safety will issue advisories only in cases where there is a genuine need to provide immediate information to the Skidmore community. Such cases could include snow and plowing alerts and power outages.

To sign up for this service, please go to: <https://www2.skidmore.edu/e2campus/index.cfm>.

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Skidmore College | Office of Residential Life | 1-518-580-5765 | [reslife@skidmore.edu](mailto:reslife@skidmore.edu)

Step 5: This step allows you to share your information with our Emergency Notification System. This way you will receive texts about anything happening on campus.

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## Residence Hall Roommate Selection

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**If you are planning on selecting a double room with in the Residence Halls for the 2019-2020 academic year and/or a member of the Class of 2022 you will need to complete this page. Students in classes of 2020 or 2021 planning on living in a apartment or in a single can skip this page.**

This page is required for students who are planning on selecting a double occupancy room during Residence Hall Room Selection. In order to select a double room you must select a prospective roommate below.

***Class of 2022 - Even if you plan on picking a single, it is strongly suggested that you select at least one potential roommate as it will save you time at selection in case singles are unavailable.***

To designate your roommate click "select" below and enter your prospective roommate's LAST NAME in the box below. Once you identify the LAST NAME, confirm the selection.

NOTE: You and your prospective roommate must both complete this process and list each other as prospective roommates! This allows our system to know that the desire to live together is mutual. If this step is not completed by both you and your prospective roommate you will not be able to select each other, or a double room, at your selection time.

### Roommate Preference

Prospective Roommate [not selected] [select](#)

[Next >](#)

Step 6: This is your opportunity to select a roommate. Do so by clicking Select. If you do not select a roommate you will not be able to house yourself in a double.

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#### Roommate Preference

Prospective Roommate

[not selected] [select](#)

First Name:

Last Name:

[Skidmore College](#) | [Office of Residential Life](#) | 1-518-580-5765 | [reslife@skidmore.edu](mailto:reslife@skidmore.edu)

Step 6A: Once you hit select, you must type in the first and last name of your prospective roommate, then hit Search.

#### Roommate Preference

Prospective Roommate

[not selected] [select](#)

**Please confirm your requested roommate from the list below:**

res Res1 ▼

[Skidmore College](#) | [Office of Residential Life](#) | 1-518-580-5765 | [reslife@skidmore.edu](mailto:reslife@skidmore.edu)

Step 6B: If you typed in their name correctly, you will be able to select them from the list by choosing Confirm.

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## Residence Hall Roommate Selection

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### Roommate Preference

Prospective Roommate res Res1 (999999901) [\[unconfirmed\]](#) [select](#)

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Step 6C: Now your prospective roommate is listed as “unconfirmed.” Your prospective roommate must log in to their account to confirm your request before you can select.

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## Student Directory Information

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The Office of Residential Life, through this housing system, is responsible for the information found in the online Skidmore College Student Directory. The Skidmore College On-Line Student Directory lists the following information: Name, Class Year, Skidmore User Name, On-Campus Housing Assignment, Cell Phone Number, Mailbox Number and Permanent Address.

The opportunity to exclude any or all directory information is provided by the College in compliance with the Family Educational Rights and Privacy Act (FERPA).

If you wish to have any or all of the information excluded from the 2019-2020 On-Line Student Directory, please select "No" for the appropriate pieces of information. All information not selected for exclusion will continue to appear in the on-line directory.

Exclude all Information

All Information

### Student Directory Information

Name   
Skidmore User Name   
Year   
Housing Assignment   
Cell Phone Number   
Mailbox   
Home Address

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Step 7: You now have the opportunity to select what is shown in the Student Directory. You can exclude all information, or specific portions.

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## Submit Application

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To complete this application please click "I Agree". You must click "I Agree" to complete this application and to be able to select On-Campus housing during the Housing Selection process.

Step 8: The final step is to select I Agree. This is not completed until you select I Agree.