

# Rising Sophomore Housing Application Roommate Group Formation



Thank you for submitting your Rising  
Sophomore Housing Application!

Now let's take a look at how to form your  
roommate group on MyHousing portal!

# Step 1: Log into [MyHousing](#) for the Roommate Selection Main Page

The screenshot shows the 'Roommate Selection' page of the MyHousing application. At the top is the Xavier University logo and a navigation bar with 'Home' and 'Housing Application' links, and a 'Log Out' button. A sidebar on the left lists various application sections, most of which are marked with a green checkmark, indicating they are complete. The main content area is titled 'Roommate Selection' and contains a message: 'You have not selected any roommates. Roommate searching options are below to the right.' Below this message are three blue links: 'Search for Roommates by Details', 'Search for Roommates by Roommate Profiles', and 'Suggest Roommates'. A blue 'Save & Continue' button is located at the bottom center. Three callout boxes provide instructions: one on the left explains that this is the main page after a successful application submission; another on the left notes that there are three ways to find a roommate; and two on the right explain that the first link is for those who already know their roommate, while the second and third links are for those who want to find a new roommate based on their profile.

Once you successfully submitted your housing application, this will be the main page showing for roommate selection

Notice that there are three ways you can form your roommate group

If you already know who you want to room with, click the first link

If you would like to find a new roommate based on your roommate profile, you can use the second or the third link

**XAVIER UNIVERSITY**

Home Housing Application Log Out

**Roommate Selection**

You have not selected any roommates  
Roommate searching options are below to the right.

- ✓ Rising Sophomore Housing Application
- ✓ Personal Information
- ✓ Contact Information
- ✓ Roommate Matching Profile
- ✓ Rising Sophomore Process Contract
- ✓ Preferences
- ✓ Rising Sophomore Application Summary
- RSHS Roommate Groups
- Room Selection Information

[Search for Roommates by Details](#)

[Search for Roommates by Roommate Profiles](#)

[Suggest Roommates](#)

Save & Continue

## Step 1: Log into [MyHousing](#) for the Roommate Selection Main Page

Already know who you want to live with?

Proceed with steps listed on page 3-8, you can skip page 9-12

Don't know who you want to live with & want to explore potential new roommates?

You can proceed with steps listed on page 9-12

## Step 2: Search Roommate by Details – Send Roommate Group Request

- ✓ Rising Sophomore Housing Application
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### Roommate Search By Details

Email:

You can search them by their Xavier email address

Name First:

OR

You can search them by their first & last name

Name Last:

Exclude results that cannot be added or joined

Check this to save time browsing through groups

[Manage Group](#)

[Search](#)

Click here once finished

[Search for Roommates by Profiles](#)  
[Suggest Roommates](#)

#### Athos Musketeer

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:

72% Match

[Add To Group](#)

[Send Message](#)

[View Profile](#)

Click here to send them a request to be in a roommate group

You can also send them messages or view their roommate profile

Your roommate's profile will show up here once you hit "Search"

You can repeat the same step to add more people to your group. Please note the maximum limit is 8 people per group

# Step 2.1: Search Roommate by Details – Send Roommate Group Request

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## RSHS Roommate Groups

Your request to add Athos Musketeer to group Group Blue Blob3fb0e30051 has been sent.

### Group: Group Blue Blob3fb0e30051

Delete Group

[Search for Roommates by Details](#)  
[Search for Roommates by Profiles](#)  
[Suggest Roommates](#)

#### Blue Blob (Group Leader)

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:

View Profile

### Outgoing Requests

#### Athos Musketeer

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:  
Expiry Date: 1/30/2025 16:05

Cancel

Save & Continue

Click here once completed

The person that sends out the request will have the "Group Leader" showing on their roommate group profile. *Please note this does not necessarily mean anything special, it does not grant you any special priority for room selection time.*

This means you have successfully sent out your roommate request, now you just need to wait until they confirm & accept your request

# Step 2.1: Search Roommate by Details – Send Roommate Group Request

- ✓ Rising Sophomore Housing Application
- ✓ Personal Information
- ✓ Contact Information
- ✓ Roommate Matching Profile
- ✓ Rising Sophomore Process Contract
- ✓ Preferences
- ✓ Rising Sophomore Application Summary
- ✓ **RSHS Roommate Groups**
- Room Selection Information

## RSHS Roommate Groups

Group: **Group Blue Blob3fb0e30051**

Delete Group

[Search for Roommates by Details](#)  
[Search for Roommates by Profiles](#)  
[Suggest Roommates](#)

### Blue Blob (Group Leader)

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:

View Profile

### Athos Musketeer

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:

Remove Roommate

Send Message

View Profile

Save & Continue

Once they accepted your request, you can see on your roommate group profile that you have successfully formed your group here!

## Step 2.1: Search Roommate by Details – Send Roommate Group Request

Please note that if you & your friends are trying to add people to the roommate group simultaneously, the system automatically assigns the person who sends out the roommate request as the "Group Leader", which prevents you from joining a different group.

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- ✓ Rising Sophomore Application Summary
- ✓ **RSHS Roommate Groups**
- Room Selection Information

### RSHS Roommate Groups

Group: Group Blue Blob3fb0e30051

Delete Group

#### Blue Blob (Group Leader)

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:

View Profile

#### Athos Musketeer

Age: 18  
Classification: Rising Sophomore  
Gender: Female  
Description:

Remove Roommate

Send Message

View Profile

Save & Continue

Please communicate among yourselves to have one group available, the other person can delete their one-person group here and then join the roommate group

## Step 2.2: Search Roommate by Details – Accept Roommate Group Request

If your roommate send you the roommate group request, you will see this page showing up

- ✓ Rising Sophomore Housing Application
- ✓ Personal Information
- ✓ Contact Information
- ✓ Roommate Matching Profile
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### RSHS Roommate Groups

#### Not In a Group

You are not a member of any roommate groups.

[Search for Roommates by Details](#)

[Search for Roommates by Profiles](#)

[Suggest Roommates](#)

### Incoming Requests

#### Group Dart Musketeer7bbfa60050

Leader: Dart Musketeer

Members: Dart Musketeer

Expiry Date: 1/30/2025 16:14

Make sure to accept before the request expires

Accept

Decline

Click here to accept their request

Save & Continue

Click here once completed



## Step 2.2: Search Roommate by Details – Accept Roommate Group Request

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### RSHS Roommate Groups

**Group: Group Dart Musketeer7bbfa60050**

[Leave This Group](#)

[Search for Roommates by Details](#)  
[Search for Roommates by Profiles](#)  
[Suggest Roommates](#)

#### **Dart Musketeer (Group Leader)**

Age: 18  
Classification: Rising Sophomore  
Gender: Male  
Description:

[Send Message](#)

[View Profile](#)

#### **Aramis Musketeer**

Age: 18  
Classification: Rising Sophomore  
Gender: Male  
Description:

[View Profile](#)

[Save & Continue](#)

Once you accepted their request, you can see on your roommate group profile that you have successfully formed your group here!

# Step 3: Search Roommate by Profiles

Make sure your roommate matching profile is accurate in order to find a new roommate with similar profile

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## Roommate Search By Profiles

### Roommate Matching

I am open to my roommate having an approved animal live with us?

What are your thoughts on a roommate's use of alcohol or marijuana:

What times most accurately depict your anticipated bed time?

How comfortable are you with others from differing identities? (race, ethnicity, culture, sexual orientation, trans+, etc)?

How comfortable are you rooming with a member of the LGBTQ+ community?

How likely are you to have overnight guests?

What kind of atmosphere do you want your room to take on?

How clean do you plan to keep your room?

What type of relationship do you want to have with your roommate?

How do you feel about sharing your personal belongings in the room?

What type of environment do you prefer to sleep in?

Are you a smoker? (defined as smoking anything at least once a week)?

Where do you plan to study the most?

When studying, what noise level do you prefer?

What times most accurately depict your anticipated wake up time?

Exclude results that cannot be added or joined

[Search for Roommates by Details](#)  
[Suggest Roommates](#)

Click here  
once finished

## Step 3: Search Roommate by Profiles

The page will show you someone who has a similar roommate profile based on the questions you answered.

Exclude results that cannot be added or joined

Manage Group

Search

[Search for Roommates by Details](#)  
[Suggest Roommates](#)

**Porthos Musketeer (Group Leader: Group  
Porthos Musketeer64eb310055)**

Age: 18

Classification: Rising Sophomore

Gender: Male

Description:

85% Match

Join Group

Send Message

View Profile

You can connect with them through sending a message or request to join their roommate group directly

# Step 4: Suggest Roommates


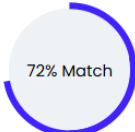
By selecting Suggested Roommates, the page will show you people who has a similar roommate profile based on the questions you answered.

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## Suggested Roommates

[Manage Group](#)

[Search for Roommates by Details](#)  
[Search for Roommates by Profiles](#)

<b>Porthos Musketeer</b> Age: 18 Classification: Rising Sophomore Gender: Male Description:	 <p>90% Match</p>	<a href="#">Add To Group</a> <a href="#">Send Message</a> <a href="#">View Profile</a>
<hr/> Age: 16 Classification: Rising Sophomore Gender: Male Description:	 <p>72% Match</p>	<a href="#">Add To Group</a> <a href="#">Send Message</a> <a href="#">View Profile</a>

You can view their profile directly to see their answers to the questions, connect with them through sending a message, or request to join a roommate group with them directly

# Step 4.1: Example of Viewing Others' Roommate Profile

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## View Profile

**Name:** Athos Musketeer

**Description:**

**Gender:** Female

**Age:** 18

## Roommate Matching

**When studying, what noise level do you prefer?:** Any noise level wouldn't bother me

**Where do you plan to study the most?:** Study mostly elsewhere but sometimes in my room

**What type of relationship do you want to have with your roommate?:** Be friends and spend some time together outside the room

**What kind of atmosphere do you want your room to take on?:** Social - frequent visitors

**How clean do you plan to keep your room?:** Casual

**How do you feel about sharing your personal belongings in the room?:** Ok with big items like TV or gaming console, but not my personal food or clothes

**\*\*What times most accurately depict your anticipated wake up time? \*\*:** Between 8 - 10 AM

**\*\*What times most accurately depict your anticipated bed time? \*\*:** Before 11 PM

**What type of environment do you prefer to sleep in?:** Okay with room having some ambient noise or light like a tv or fan

**Are you a smoker? (defined as smoking anything at least once a week)?:** No

**How likely are you to have overnight guests?:** Occasionally

## Step 5: Roommate Group Formation Completed

**Congratulations! Once you have formed your roommate group, you are all set until the room selection time.**

### Justice Hall Expectations

- Students in a full group of 6 or full group of 8 will not self-select a suite, they will be randomly pre-assigned into one.
- Groups selected to live in a suite agree to living in a suite provided.
- Full groups will be notified prior to selection time if they receive a suite.
- Groups not selected will be given time to reconfigure their group into smaller configurations. Individuals can sign up for the Justice Hall Random Group List.

### University Apartments Expectations

- Students interested in living in University Apartments must form a group of 3.
- Full groups of 3 will not self select and agree to be pre-assigned into a unit.
- There is no random group list for individuals who want to live in University Apartments.

Friday, February 28, 2025  
Friday, February 28, 2025

Justice Hall & University Apartments Groups Notified of Assignment  
Room Selection Times Announced to Xavier Email