Your guide to the Lottery...

Reserving a room for 2016-2017 in the College Houses
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Glossary of Important Terms

Pink Housing Contract and Reapplication Card - Do not lose this card! It is your ticket to
reserving a room in the College Houses for 2016-17. You must have it to reserve a room. You will
receive it in your mailbox on April, 26, 2016. (More info., p. 7)

In-House Lottery Number - Your RH(s) create an In-House seniority list that determines the order
in which current residents of your House may select rooms. Your place on this list determines your
"In-House Lottery Number". Lottery numbers are unique to individuals and may not be transferred
to or used by another person. (More info., p.9.)

General Lottery Number - The College Housing office produces a College Houses-wide seniority
list that determines the order in which current residents may select rooms at the Hall Lotteries and
General Lottery. Your place on this list determines your "General Lottery Number". Lottery
numbers are unique to individuals and may not be transferred to or used by another person. (More
info., p. 9.)

Building Quota - After the night of the In-House Lotteries, the College Housing office determines a
limit for how many spaces can be made available at the Hall and General Lotteries for other
students to reserve. (More info., p.6.)

Proxy - A current College House resident who has written permission from a current College
student to reserve a room for them because they are unable to attend a particular Lottery. The
proxy makes the actual room reservation. (More info., p.10.)

Puller - A student who has a better Lottery Number, so they pull-in a friend as a roommate.

Pull-In - A student who gets pulled-in by another student with a better Lottery Number. A pull-in
may or may not come from within the same House. (More info., pp.10-11.)
2016-17 ROOM RESERVATION PROCESS ("The Lottery")

Overview

The room reservation process, commonly referred to as "The Lottery" is for current College Housing students who wish to return to the College Houses for the coming academic year. There are different Lotteries to find a room for next year, and you may participate in one, two, or all three parts of the Lottery process. If you wish to reserve a room in the College Houses for the 2016-17 academic year, you may do so by attending specific Lottery meetings and turning in a signed pink Housing Contract and Reapplication Card (a.k.a. the contract card) at the time you make your reservation.

It is necessary that you follow the very specific procedures outlined in this booklet. It may seem onerous to read all of this, but it will be to your advantage to take the time to read through the entire booklet and to ask questions of your RA(s) or Resident Head(s), especially if you have not participated in a College Housing Lottery before.

General Information about Your Housing Options

Current residents of the College Houses may return to their current House next year. If you would rather try to relocate to a space elsewhere in the College Houses, the next two pages outline the likely availability of space in the various Halls. If you are interested in living in a building which is not available during the General Lottery you can request to be placed on the General Waitlist beginning at 9:00AM on Wednesday, May 25, 2016. Space may become available over the summer, but it is most likely that spaces in these buildings will not be offered up to students on the General Waitlist until the end of the Autumn Quarter next academic year. However, should a space become available over the summer for a student on the General Waitlist, moves will be made automatically and residents will be notified via their UChicago email account.

Studying Abroad Autumn Quarter?

- You cannot participate in the Spring Lotteries.
- You will receive a packet of information during the 7th week of spring quarter. The packet will include a memo, housing contract/application card, and housing preference sheet. You should return the contract/application card to College Housing before you leave at the end of this academic year if you plan to return to College Houses for the winter 2017 quarter.
- Provided that you return your housing contract/application before the end of Spring quarter you may store belongings in the storage room of your current building for the summer and autumn 2016 quarter while you are abroad.
Residence Halls At-A-Glance

This page outlines the likely, but not guaranteed, availability of space in the various halls. We hope this information will help you in thinking about where you might try to secure a space for next year.

Traditionally (though not always) Have Space Available to Reserve at the General Lottery

I-House: Predominately single rooms with community bathrooms. Has Resident Master program and community kitchen.

Stony Island: There are usually some completely open quad apartments available in Stony at the General Lottery.

Granville-Grossman East and West: We anticipate having doubles available at the General Lottery. Singles and apartments will not likely be available. There is one community bathroom on each floor of each House, and one or two single-user community bathrooms (one toilet, shower stall, sink) in each House. Each House has a House kitchen.

Traditionally Do Not Have Space Available to Reserve at the General Lottery

Burton-Judson, Max Palevsky, and Snell-Hitchcock: Usually have high return rates at the In-House Lotteries. May have spaces available at the Hall Lotteries, but rarely have had spaces available at the General Lottery.

Campus North is not expected to have openings at the General Lottery.
<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>2016-17 Annual Room Rates</th>
<th>Location of House Tables</th>
<th>Room Types</th>
<th>Kitchens</th>
<th>Bathrooms</th>
<th>Special Lottery &amp; Pull-In</th>
<th>Eligible for Open Housing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burton-Judson Courts</td>
<td>$8211 - double $9435; single/suite</td>
<td>Cathey Dining Commons</td>
<td>Singles and single suites; some single-sex floors</td>
<td>Community kitchen</td>
<td>Community</td>
<td>None</td>
<td>In mixed gender areas only</td>
</tr>
<tr>
<td>Campus North</td>
<td>$8211 - double $9435; single $10,134 - apt</td>
<td>Baker Dining Commons</td>
<td>Singles and doubles, quad apartments; single-sex areas in ...</td>
<td>Kitchens in each House</td>
<td>Community and one single user bathroom per floor</td>
<td>Special rules see p. 13 for details</td>
<td>In mixed gender areas only</td>
</tr>
<tr>
<td>I-House</td>
<td>$8211 - double $9435 - single</td>
<td>Cathey Dining Commons</td>
<td>Mostly singles; Phoenix and Booth Houses have single-sex floors</td>
<td>Community kitchen</td>
<td>Community</td>
<td>None</td>
<td>No</td>
</tr>
<tr>
<td>Max Palevsky Residential Commons</td>
<td>$8211 - double $9435 - single</td>
<td>Bartlett</td>
<td>Single and double suites; one single-sex House, Hoover House</td>
<td>Kitchens in each House</td>
<td>Private</td>
<td>Special rules. See pp. 13 for details</td>
<td>Yes, but not in Hoover House</td>
</tr>
<tr>
<td>Renee Granville-Grossman Residential Commons East &amp; West</td>
<td>$8211 - double $9435 - single $10,134 - apt</td>
<td>Cathey Dining Commons</td>
<td>Singles and doubles, quad apartments; single-sex areas in Cathey &amp; Kenwood Houses</td>
<td>Kitchens in each House</td>
<td>Community, and one or two single-user bathroom(s) per House</td>
<td>Special rules. See pp. 13 for details</td>
<td>In mixed gender areas only</td>
</tr>
<tr>
<td>Snell-Hitchcock Hall</td>
<td>$8211 - double $9435 - single</td>
<td>Bartlett</td>
<td>Singles and doubles; some single-sex sections</td>
<td>Community kitchen in each House</td>
<td>Community</td>
<td>None</td>
<td>In mixed gender areas only</td>
</tr>
<tr>
<td>Stony Island</td>
<td>$10,134 - apt</td>
<td>Bartlett</td>
<td>Quad apartments with two bedrooms, two bathrooms and a kitchen</td>
<td>Kitchens in apartments</td>
<td>Private</td>
<td>Special rules. See pp. 14 for details</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Schedule of Lotteries

The room reservation process has three parts:

1. The **In-House Lottery** is for residents to returning to their current House and takes place in their House on a designated date and time;

   **Tuesday, May 3**: Resident Heads run these events, and will post notices of the specific time of the event in their Houses. Times for the In-House Lotteries will vary from Hall to Hall, but will be consistent for Houses within each building. Residents may only attend one In-House Lottery.

2. The **Hall Lotteries** are for residents who want to move from House to House within their Hall and take place in the McCormick Lounge, Reynolds Club. Students will select rooms in the order of their General Lottery Number. The **Hall Lottery for a building may be canceled if it is determined that the building quota (limit) has been reached** at the House Lotteries; the hall lotteries will take place **Thursday, May 5, 7:30PM**.

3. The **General Lottery** is for residents to move from one building to another within the College Houses and takes place in the historic dining rooms in Cathey Dining Commons, (Cathey Dining will close for dinner at 7PM on this evening and re-open at 9:00pm for 4th meal). Students will select rooms in the order of their General Lottery Number.

   **Wednesday, May 11, 8:15PM**: Check-in begins at 8:15PM and students are to enter through the main entry of Burton-Judson Residence Hall. Anyone arriving after 8:30PM will be considered late and will be placed at the end of the line in the order they arrive. **Room reservations begin at 8:30PM. General Lottery Numbers will be available Friday, April 8.** You may learn your General Lottery Number from your Resident Head(s) or by going to the College Housing Office between 9:00AM and 4:30PM, Monday - Friday.

*Lottery numbers (both In-House and General) are unique to individuals and may not be transferred to or used by another person.*
Housing Contract and Reapplication Card

Each resident who is eligible to participate in the room reservation process will receive a pre-printed pink Housing Contract and Reapplication Card. You will receive only one contract card. It should arrive in your residence hall mailbox by Tuesday, April 26, 2016. If you do not receive a contract card, and plan to reserve a room in the College Houses for next year, you must contact the College Housing Office immediately. It is each resident’s responsibility to notify the Housing Office in person by 4:30PM Monday, May 2, 2016 if no contract card is received.

YOU WILL NOT BE ABLE TO PARTICIPATE IN ANY STAGE OF THE LOTTERY UNLESS YOU HAVE YOUR CONTRACT CARD WITH YOU AT THE FIRST LOTTERY IN WHICH YOU RESERVE A ROOM.

You will be required to turn in your contract card at the time you reserve a room thus entering into a binding contract with the University at the time of the reservation.

If you plan to participate in more than one phase of the room reservation process, your contract card will be available for you at the next Lottery.

What to do if the Housing Contract and Reapplication Card is lost: If you have turned your room upside down and still cannot find it, come to College Housing before 4:30PM on Monday, May 2, 2016 to talk to someone about having lost the card.

Can I cancel my contract once I submit my Housing Contract and Reapplication card? NO. If you are not sure you want to live in the College Houses next year, do not sign a contract during the Lotteries. You will be required to turn in your contract card at the time you make a room reservation. By reserving a room during this period, you enter a firm contractual agreement with the University. You will be held to the full terms of the contract. Signing a lease for an apartment off campus, or being unhappy with the room a proxy selected for you are examples of reasons for which a housing contract will not be cancelled.

If your plans have not solidified you should wait, you may still apply for housing after the Lotteries have ended or during the summer. However, please be aware by not signing up for a room at your In-House Lottery you may impact your ability to return to your current House.

All room reservations are made for the full academic year (Autumn, Winter, and Spring Quarters). Contracts will be canceled by the College Housing Office for students who participate in a University sponsored study abroad program, withdraw or take a University approved leave of absence, or who graduate prior to the Spring Commencement. Please refer to the Terms and Conditions at the end of the booklet for information about what types of fees may be assessed.
Eligibility and Requirements for Participation

**Current College House Residents:** Only currently registered College students living in the College Houses may participate in the May Lottery. Residents of the College Houses whose College registration is cancelled at the end of fifth week of the spring quarter will not be permitted to participate.

**Students Under the Age of 18:** Please note that the legal age for signing contracts in the state of Illinois is 18 years old. If you are 17 years of age or younger, your parent or guardian must sign your Housing Contract and Reapplication Card. If you believe you will not have your pink contract card back in time before May 3 - the date of the first Lottery - you need to contact College Housing (collegehousing@uchicago.edu) before 4:30PM on Monday, May 2 to arrange for a date by which the Housing Contract and Reapplication Card signed by your parent or guardian will be submitted. If you fail to contact College Housing prior to May 2 to make these arrangements, you may be unable to participate in the Lotteries.

**Currently Restricted Students:** Residents of the College Houses whose registration is restricted at the time of the Lottery will not receive their contract card on Tuesday, April 26. These students must go to College Housing before 4:30PM on Monday, May 2 to inquire about next steps so they may acquire their contract card and be allowed to participate. All restrictions must be lifted by July 1, 2016, or any reservation may be canceled.

**Students Going Abroad Autumn Quarter:** These students will be contacted after the General Lottery, during the Spring Quarter, to inform them of the steps they can take to reserve a room for the Winter Quarter of 2017. They may not participate in the Spring ’16 Lotteries since they will not be on campus in the Autumn Quarter.

**Current Study Abroad Students:** Students who are currently studying abroad have been given instructions on how to participate in the Spring Lotteries. They must have provided their Housing Contract and Reapplication Card and a written note of permission, to a proxy prior to their departure.

**Current Students on a Leave of Absence:** Students who are currently on a leave of absence may not independently participate in the Lotteries; meaning, they will not receive a pink housing contract/reapplication card and will not receive either an in-house or general Lottery number. They may not reserve a room. However, they may be pulled into a multiple-occupancy room in most halls. There are special pull-in rules in Campus North. In order to “hold” the reservation that is made for the student on a leave of absence by the student pulling them in to a space, they must submit a housing contract by the last day of this spring quarter. Confirmations for students on a leave of absence are mailed out once the College has approved resumptions. If the resumption is not approved, pull-in rights are not offered to the remaining roommates; College Housing will fill the vacancy.

**Current Off-Campus Students:** Currently registered College students living off-campus who wish to return to the College Houses may do so. An email will be sent to all eligible off-campus College students 8th week with details. The “Off-Campus Lottery” will take place on Thursday, June 2.
Seniority/Priority Policies

The following priorities will be generally followed during the room reservation meetings, and College Housing reserves the right to institute changes deemed necessary or appropriate.

Determining In-House Lottery Number Seniority

Quarters in the House followed by quarters in the College determine seniority. (Summer quarters are not counted for calculating seniority in the College.) Your place in your House’s seniority queue determines your In-House Lottery Number. Priority for choosing a room at the In-House Lottery is based on your In-House Lottery Number. A Lottery will be used to establish priority among cohorts of equal seniority in the House and College. Lottery numbers (both in-House and general) are unique to individuals and may not be transferred to, or used by, another person.

Study Abroad Note: For quarter-long abroad programs, seniority in the former House and the College is accrued for the quarter spent abroad. Students who were unable to return to their former House upon returning to campus (and notified College Housing of their interest in returning by the housing office deadline) and who have studied abroad on a University of Chicago affiliated program for some portion of the current academic year, have accrued quarters in their former House for the time spent in another House and may participate in the In-House Lottery of their former House if they notified College Housing of their desire to participate in their former House’s Lottery by March 20.

Leave of Absence Note: Students who resume classes after a leave of absence and who returned to their former House may maintain House seniority (which includes the quarter they departed if they departed after the first week of said quarter). They also maintain their previous quarters in the College, excepting their quarter(s) away.

Off-Campus Note: Students who have moved back into housing after living off-campus do not maintain any House seniority from their quarters in housing prior to moving off campus.

Transfer students whose expected graduation date is earlier than that of the first year students with whom they have entered in the Autumn Quarter will receive priority over the first year students. This policy only affects transfer students during their first year in the College, not subsequent years, and only during the Spring Quarter Room Reservation “Lottery” period.

Determining Hall and General Lottery Number Seniority

Your total quarters in Housing followed by quarters in the College determine seniority. Your place in the College Houses’ seniority queue determines your General Lottery Number. Priority for choosing a room at the Hall and General Lotteries is based on your General Lottery Number. Ties among equal cohorts are broken by randomization. General Lottery Numbers will be available Friday, April 8. Students may learn their General Lottery Numbers from their Resident Heads or by going to the College Housing Office.
Lottery Policies

1. **Proxy:** If you cannot attend a Lottery, you need to utilize a proxy. Any current College Housing resident may serve as your proxy. If you use a proxy to make your room reservation, you are expected to provide written confirmation of your permission and explicit direction about the building, House, what kind of room or room number you wish to have selected on your behalf.
You cannot cancel your housing contract if you do not like the room your proxy selects for you. You are giving your proxy the authority to sign a binding contract on your behalf.

2. **Roommates/Pull-Ins:** Students may pull in as their roommate(s) any other student(s) eligible to live in the College Houses (special rules apply in Campus North, Granville-Grossman and Stony Island - pp. 13-14). Students who are being pulled-in should feel fairly confident in their puller. If the puller later changes their reservation at a subsequent Lottery, or leaves the College (and thus their contract is canceled), the pull-in’s contract is still valid and the reservation may be changed. It is the responsibility of the pull-in to contact College Housing to inquire if they will maintain their reservation, or if it will be changed by College Housing due to the puller no longer having a room reservation in the same room. The decision process can take two weeks.

**Current College Housing Resident Pull-Ins:** If you are pulling in as your roommate a student who currently lives in the College Houses, the pull-in must accompany you when you are called and have their Housing Contract and Reapplication Card with them at the Lottery. If the pull-in cannot attend the Lottery with you, you must have the pull-in’s Pink Housing Contract and Reapplication Card AND a proxy note with you when you make your room reservation.

**Leave-of-Absence Pull-Ins:** If you are pulling in as your roommate a student returning from a leave of absence, you must inform your Resident Head of your pull-in’s status so that the Resident Head can note the status on the House chart at the time that you select your room. There will be no accompanying paperwork for you to submit at this time. Your pull-in must submit a housing application to College Housing no later than the last day of the Spring Quarter. We cannot confirm their reservation until the College makes their resumption decisions. If the pull-in is not approved to resume their studies for the Autumn Quarter, no pull-in rights are offered to the remaining resident(s), rather College Housing will assign a student to the vacancy.

**Study Abroad Pull-Ins:** If you are pulling in as your roommate a student who is currently abroad, you must inform your Resident Head of your pull-in’s status so that the Resident Head can note the status on the House chart at the time you select your room. You will also need to submit your pull-in’s pink housing contract card as all students who are currently abroad received their pink card prior to their departure and were instructed to leave it with a friend who would reserve a room for them. You will also need to submit a proxy note from your pull-in.

**Off-Campus Pull-Ins:** If you are pulling in as your roommate an off-campus student you must inform your Resident Head of your roommate’s status so that the Resident Head can note the status on the House chart. There will be no accompanying paperwork for you to submit at this time. Your pull-in must submit a housing application to College Housing no later than the last day of the Spring Quarter to confirm this reservation.

**Incoming Student Pull-Ins:** If you are pulling in an incoming student (first year or transfer), you must inform your Resident Head of your roommate’s status so that the Resident Head can note the status on the House chart. There will be no accompanying paperwork for you to submit at this time. However, please note that your incoming student roommate must request you by name on their housing application or they will not be assigned to live with you.
3. Non-Reservable Rooms: There are rooms throughout the College Houses that are specially equipped for students who have accommodations covered by the Americans with Disabilities Act (ADA). These rooms are not available to reserve during the Lotteries.

4. Changing Reservations: You may reserve a new room at any stage of the Lottery process by giving up the room you had previously reserved. You may not hold more than one reservation at a time. The room reservation House Charts in College Housing will constitute the official record of your reservation. Discrepancies between a Pink Housing Contract and Reapplication Card and room reservation House Chart will be resolved by the information on the House Chart as recorded by the Resident Head(s).

5. The Housing Contract: Read carefully the Terms and Conditions of Occupancy, a copy of which is included at the end of this booklet, before making a room reservation. Your contract is for the full academic year (Autumn, Winter, and Spring Quarters). College Housing will only grant cancellations for students who graduate from the College at the end of the Autumn or Winter Quarter, participate in a University-sponsored study abroad program for Winter or Spring Quarter, take a leave of absence in the College, are administratively removed from the College Houses, or in rare exceptions granted a housing petition.

6. Confirming Reservations: Your room reservation will not be confirmed unless your Pink Housing Contract and Reapplication Card is submitted at the time of the reservation. Your reservation will immediately be canceled if not confirmed by a signed contract card. You will turn in your Pink Housing Contract and Reapplication Card to your Resident Head(s) at the time of the In-House Lottery, or to a housing staff member at any of the other room reservation meetings.

Open Housing

College Housing offers Open Housing to allow students increased choice in selecting roommates, regardless of gender, in order to respect and support the various needs of our students. This option is available to rising second-, third- and fourth-year College students.

It is important that we create an environment that is welcoming, inclusive and supportive of our students. Making Open Housing an option for students who do not find traditional same-sex room assignments ideal or appropriate connects directly to the University’s diversity mission.

Open Housing will be a choice available in all Houses, except those traditionally designated as single-sex. Students will not be assigned to an Open Housing space unless they have elected to do so. We believe strongly in respecting student ideas and responding to student needs, and we trust that students are thoughtful and responsible when making important decisions, including decisions about housing. Students will not be required to reveal their reasons for opting to live in Open Housing. When possible, College Housing does encourage students inform their parents of their housing plans.

Additional information about Open Housing is available at http://housing.uchicago.edu/. Specific questions can be sent to the College Housing staff at: collegehousing@uchicago.edu.

Open Housing Policies and Procedures:
- Open Housing will be available throughout the College Houses, except in areas designated as single-sex.
- It is a voluntary housing option for rising 2nd, 3rd and 4th year students - a student will not be assigned to Open Housing unless they request it.
- The default designation for a room will be single-sex unless the students living there have elected to change the designation voluntarily.
- There will not be a set number of rooms designated as Open Housing rooms. Supply will be based upon demand.
• The number of Open Housing spaces could change throughout a given year. Residents will be able to change the designation of their room if a roommate moves out. At the time that they are given pull-in rights they will be asked if they wish to change the status of their room (either way: from a single-sex roommate situation to an Open Housing one, or vice versa).
• All members of a space (room, suite, apt.) have to approve pull-ins, agree on the room designation, and sign the appropriate form.
• In suites/apartments, any bed is considered available for any student if the room is a declared Open Housing space, unless a bedroom within an apartment or one side of a suite has been declared as single-sex within the Open Housing space. Then that vacant bed will only be assigned to a student of the same sex as the other student in that bedroom.
• During the academic year, in an Open Housing space, if one person moves out and the remaining roommates/suitemates are of different sexes, then the room must remain an Open Housing room, unless others elect to move out too.
• A roommate who is left behind in an Open Housing room may elect to pull in any new roommate – even of the same sex – and still have the room be a declared Open Housing room.

Open Housing Lottery Policies (all other standard Lottery rules apply):
• All multiple-occupancy rooms (MaxP suites, Granville-Grossman apartments, BJ suites, etc.) have to be filled at the time that students reserve a space in them and declare the room to be an Open Housing room.
• All members of a space (room, suite, apt.) have to agree on the room designation, and sign the appropriate form.
• If a bedroom within the space will be designated as single-sex, this must be clearly noted on the form.
• If a student who has reserved an Open Housing room leaves the College between May and September, meaning their housing reservation for the following year is canceled, the remaining roommates will be given the opportunity to fill the vacancy with another upperclass student to the College Houses in order to maintain the Open Housing designation. If the remaining roommates are unable to fill the vacancy by a designated deadline, approximately 5 business days, the room may not remain an Open Housing room and the housing office will re-assign the occupants to other spaces in the College Houses.

Special Lottery & Pull-In Rules
Campus North, Granville-Grossman, Max Palevsky and Stony Island
Apartments:
In Campus North and Granville-Grossman, if a House resident wishes to reserve an apartment they must fill the apartment at the time of room reservation.

Campus North:
Only current residents of houses moving to Campus North may participate in their In-House Lotteries on May 3. Pull-ins are only allowed from within the current pool of future Campus North residents (meaning that only current Blackstone, Breckinridge, Broadview, Maclean or New Grad residents may reserve space in Campus North for next year, but they may move around to different Houses within Campus North if they are pulled in to a double or apartment by a current resident of that other House).

Max Palevsky:
Any Max Palevsky resident who wishes to pull-in a suitemate into a double suite must first fill the 2 spots on one side of the suite (meaning, pull-in a roommate) before they can pull-in any suitemates (1 or 2) to the other side of the suite. That is, someone may not reserve a bed on one side of the suite, and pull in a suitemate on the other side, thus meaning no one has a roommate at the end of that reservation and leaving two empty spaces, one on each side of the suite.
If students wish to declare a suite as an Open Housing space, they must fill the suite at the time they make their room reservation.

**Stony Island House:**
Because of the proximity of Stony Island to other neighborhood housing, all students who reserve apartments at Stony Island must agree to be observant of College Housing Rules and Regulations, especially those regarding noise. To this end, all residents participating in the Lottery for this building (and roommates that are pulled in) must secure the signatures of their current Resident Heads on a special form for Stony Island, indicating the Resident Heads’ reasonable prediction that the students can and will abide by the expectations with regard to noise and conduct in this building.

Approval forms and detailed instructions for reserving a room in Stony Island for roommates being pulled in by current residents and for those wishing to move to Stony Island are available from Resident Heads or on-line at the housing website.

**In-House Lottery Rules**
Stony Island residents may pull in as many roommates as they like on May 5 to fill the vacancies in an apartment.

Off-campus pull-ins need to still submit the Stony Island Approval form, and if their former RHs are still on campus, secure their signature. If their former RHs are no longer on campus, the off-campus student should contact College Housing in advance of the Lottery in which they wish to participate, during business hours so other arrangements can be made.

**General Lottery Rules**
Empty spaces in partially occupied units will be filled at the General Lottery, where practical, before groups of three, two or one are assigned to fully empty units.

**Lottery Instructions and Procedures**

1. In order for your Housing Contract and Reapplication Card to be acceptable at one of the Lotteries (In-House, Hall or General), you must provide information on it as follows:
   a. **On the front:**
   Provide the name, address, and telephone number of your emergency contact person.
   b. **On the back:**
   Fill in the dates of the next academic year. You must accept assignment for the entire year. If you go abroad, take a leave of absence or graduate at the end of Autumn or Winter Quarters, your contract will automatically be canceled.
   Date and sign the contract agreement. **Please note that the legal age for signing contracts in the state of Illinois is 18 years old.** If you are 17 years of age or younger, your parent or guardian must sign your Pink Housing Contract and Reapplication Card. You must contact College Housing (collegehousing@uchicago.edu) before 4:30PM on Monday, May 2 to arrange for a date by which the Housing Contract and Reapplication Card signed by your parent or guardian will be submitted. If you fail to contact College Housing prior to May 2 to make these arrangements, you may be unable to participate in the Lotteries.

2. **Arrive on Time.**
   a. Following the schedule outlined on page 6, attend the Lottery event(s) at which you wish to choose a room. It may be necessary for you to be present for several hours.
   b. You must have your pink Housing Contract and Reapplication Card in order to make a room reservation. **NO exceptions.**
c. For the Hall and General Lotteries, you must also have your UChicago ID card.

3. Check-In.
   a. Check-in will begin promptly at the designated time for each lottery. You should plan to arrive before that time. If you arrive after check-in begins, you will be considered late and will not be permitted to make your reservation in the order of your Lottery Number. You will be required to wait until all others have had the opportunity to make reservations before you will be able to make a reservation.
   
b. You (or your proxy) must also be present when your name or number is called or you will lose your place in the queue. If you are not present when your name/number is called, you will be required to wait until all others have had the opportunity to make a reservation before you will be able to make a reservation.
   
c. If you have a proxy, your proxy must have your contract card and a proxy note (a printed e-mail from a UChicago email address is fine) stating permission for the named proxy to choose a room for you.

4. Select Room
   a. You will have up to 2 minutes to choose a room. After choosing a room, give your contract card to the designated housing staff person. You may reserve a room in your House and then participate again in another Lottery on another evening. Your contract card will be provided to you at the subsequent Lottery. Each time you choose a new room in one of the subsequent Lotteries, you forfeit your previous space.
   
b. When you reserve a room, you have entered into a binding contract for housing for all 3 quarters of next academic year; unless you graduate, participate in a College study abroad program, or take a leave of absence.
   
c. You must turn in your Housing Contract and Reapplication Card in order to confirm a room reservation. NO exceptions will be made.

5. Waitlist (optional)

   General Waitlist: If you have reserved a room in College Houses during the room reservation period, but did not receive your preferred option, you may request to be placed on the General Waitlist. Applications for the 2016-17 General Waitlist are accepted beginning on Wednesday, May 25, 2016 at 9:00AM. We will randomize all the applications that are received by 10:00AM, so there is no need to line up early. The General Waitlist is used when vacancies in the College Houses occur as a result of room changes during the Hall and General Lotteries, or when students decide after the Lotteries to take a leave of absence or transfer. Assignments from the General Waitlist to spaces that become available any time after the Lotteries are *automatic* and may occur throughout the end of the spring quarter and into the summer months. Once the academic school year begins, and the obligatory three week “room freeze” period has passed where no room changes are permitted in the College Houses, College Housing will begin to make offers to students on the General Waitlist, rather than make automatic room changes.

If you place your name on the General Waitlist it is your responsibility to notify College Housing, in writing, if you no longer wish to change rooms and wish to have your name removed from a Waitlist. Sending an email message to collegehousing@uchicago.edu is considered “in writing”. We will NOT write or call you after the Lotteries are complete to ask if you still wish to move to your Waitlist preference; a move is automatic. Note: If you are assigned to a room from the Waitlist after the Lotteries have ended or over the summer, you will be charged the appropriate 2016-17 room rate for that room.
RESIDENTIAL DINING PLAN REQUIREMENTS FOR 2016-17

Participation in the residential dining program is one of the fundamental cornerstones of community development in the College Houses. A dining plan is required for all students who live in the College Houses. When you make a room reservation during the Lottery, the requisite default dining plan will automatically be assigned unless you specifically sign up for an alternative allowable plan. Meal plan changes can be made in person at the UChicago Dining office or at the College Housing office. Meal plan downgrades or lateral changes are not permitted mid-quarter. You can upgrade your meal plan or purchase additional Maroon Dollars at any time during the year.

Changing Meal Plans:

**Up-Grades:** You can up-grade to a “larger-than-required” dining plan at any time during the year. (Example: Apartment to Phoenix or Unlimited Meal Plan)

**Lateral Changes:** Lateral changes (Example: Unlimited to Phoenix) for the entire academic year are permitted anytime between the Lotteries and the Friday of the first week of class of the Autumn Quarter. For Winter and Spring Quarter changes, the deadline is 4:30PM on the first Friday of Winter and Spring Quarters. No lateral change in dining plans can be made for a quarter after the first week of the quarter.

**Down-Grades:** If you live in an apartment in Campus North, Renee Granville-Grossman Residential Commons, or Stony Island, and upgraded your meal plan to the Phoenix or Unlimited Meal Plan, you can only down-grade your plan back to the Apartment Plan before the end of the first week of the quarter in which you want to make the change. After the first week of each quarter you cannot down-grade your meal plan for that quarter.

### Dining Plan Comparison Chart

<table>
<thead>
<tr>
<th>Plan</th>
<th>Visits to the Dining Hall per Quarter</th>
<th>Meal Exchanges per Quarter</th>
<th>Maroon Dollars per Quarter</th>
<th>Eligible residents</th>
<th>Annual rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unlimited</td>
<td>Unlimited</td>
<td>3</td>
<td>$100</td>
<td>The default plan for upperclass students living in single and double rooms. All first year students are required to be on the Unlimited Plan.</td>
<td>$6009</td>
</tr>
<tr>
<td>Phoenix</td>
<td>150 (about two meals a day)</td>
<td>15</td>
<td>$150</td>
<td>All upperclass students are eligible to elect the Phoenix Meal Plan.</td>
<td>$6009</td>
</tr>
<tr>
<td>Apartment</td>
<td>90 (about one meal per day)</td>
<td>8</td>
<td>$200</td>
<td>The default plan for upperclass students living in apartments in Granville-Grossman, Blackstone, and Stony Island. These are the only College Housing residents eligible for this meal plan.</td>
<td>$4650</td>
</tr>
</tbody>
</table>
Lottery FAQ

General Overview

1. What do I need to do to prepare to sign up for a room for next year?
   a. Hold on to your pink Housing Contract and Reapplication card (p. 7)
   b. Complete the blank sections of your Housing Reapplication and Contract card - except for the House and room number information. (p. 14)
   c. Figure out where you want to live - your current House or elsewhere.
   d. Figure out who you want to live with if you want a roommate(s).
   e. Determine if you can attend the Lottery you wish to attend - if you can't, find a proxy and give them your written permission to pick a room for you along with your pink contract card. (p. 10)
   f. Attend a Lottery! Reserve your room for next year!

Housing Contract and Reapplication Card (p. 7)

2. What is a Housing Contract and Reapplication Card?
   A Housing Contract and Reapplication Card is a binding, legal document. You must turn in your contract card when you reserve a room; you will not be permitted to make a reservation without it. Once your contract card is turned in, you have committed to live in the College Houses for the forthcoming year. For more information on the terms of the housing contract, see the Terms and Conditions of Occupancy at the end of this booklet.

3. What do I do if I don’t get my pink Housing Contract and Reapplication Card in my residence hall mailbox on April 28th?
   Go to the College Housing office (6030 S Ellis Ave.) before 4:30PM Monday, May 2.

4. Once I turn in a signed contract, can I cancel it?
   No. By reserving a room during the reservation period, you enter a firm contractual agreement with the University and will be held to the full terms of the contract. If you are not sure you want to live in the College Houses next year, do not sign a contract during the room reservation process. You will not be able to gain release from your contract later if you change your mind.

In-House and General Lottery Numbers (p.9)

5. How is seniority determined?
   Seniority is determined by the number of Quarters you have lived in your current House followed by the number of quarters you’ve been at the College. There are special rules if you have studied abroad or taken a leave of absence (p.9). If you have moved off campus and then moved back on, you have lost your previous In-House seniority. Also, summer quarters do not count towards College seniority.

6. When will I learn my Lottery Number?
   In-House Lottery Numbers - April 1 from your Resident Head(s)
   General Lottery Numbers - April 8, 2016 - from your Resident Heads or email collegehousing@uchicago.edu from your UChicago email account (please make sure to include your legal first and last name)

Study Abroad

7. If I am studying abroad for the Autumn Quarter, do I participate in the Lotteries?
No, you may not participate in the Lotteries since you will not be on campus for the Autumn Quarter.

8. If I am studying abroad for the Autumn Quarter, how do I return to the College Houses for Winter and Spring Quarters?
You will be contacted by College Housing during 7th week of this quarter with information about how to return to the College Houses for Winter and Spring 2017.

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**Open Housing**

9. What does Open Housing mean?
Please see the definition, policies and procedures on pages 11-12.

10. What if I’m a rising 2nd year, but am under 18 years old?
If you are a rising 2nd year, but are not 18 years old, your parents have to sign your housing contract to signify they understand you are entering into a binding and legal agreement, and that they agree to pay the charges associated with your housing and dining contracts.

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**Choosing/Reserving a Room**

11. Can I keep my current room?
You may certainly try for your current room during your In-House Lottery, but you are not guaranteed the same space for next year, you are only guaranteed a spot in your house during the in-house lottery.

12. How do I reserve a room with my friend who is a current College Housing resident? A non-resident?
For any of the three phases of the Lottery, one student will “pull-in” the other at the time you make your reservation (special pull-in rules apply for Campus North, Granville-Grossman and Max Palevsky). Whichever of you has the better Lottery Number will be called first, and both of you will go together to reserve a room. You must both bring your Housing Contract and Reapplication Cards at the time you select a room. (p.10-11) If you are interested in pulling in a non-College Housing resident (an off-campus student, a student who is abroad, or a student on a leave of absence) there are special rules. (p.10-11)

13. If I want to move to another hall, should I reserve a room in my House?
If you would be happy to return to your House if you don’t get a space in another hall, then you should reserve a room in your House. If you know you do not want to return to your House and would not be happy if you reserved a space in your House and then were unable to move into another Hall at the General Lottery you should not reserve a room in your In-House Lottery.

14. What if I don’t know if I want to return to the College Houses?
If you’re not sure that you want to live in housing next year, do not make a room reservation during the Lotteries; do not enter into the contract unless you are certain that you want to live in the College Houses. Please note if you don’t sign up for a room at your current House’s In-House Lottery that may impact your ability to get a room assignment in your current House at a later date. If after the Lotteries you determine that you do wish to live in the College Houses, please contact College Housing.

15. What happens if I arrive late to my chosen Lottery?
If you/your proxy arrive after the check-in period, you/your proxy will be placed at the end of the queue. You/your proxy will have a turn to reserve your room after all Lottery numbers have been called. (p. 15)
16. What happens if I miss my chosen Lottery?
If there are still subsequent Lotteries scheduled to occur, you should attend one of them to reserve a room for next year. If there are no subsequent Lotteries scheduled to occur, you may come to the College Housing office with your pink Housing Contract and Reapplication Card to be assigned a room.

17. If the room I reserve isn’t filled the night that I reserve it, what happens?
If you reserve a space in a partially-filled room, that space may be filled during a subsequent Lottery. If the space remains unfilled after all Lotteries, it is likely the space will be assigned to an incoming student (first year or transfer) or resuming student. If this happens, you will be notified in August, via the housing portal at http://my.uchicago.edu that you have a new roommate.

### Changing a Reservation

18. What can I do if I don’t get the room I want during my In-House Lottery?
If you don’t get the room you want during the Lottery, you may submit a General Waitlist form at the College Housing office when the 2016-17 General Waitlist opens at 9:00AM on Wednesday, May 25. (p.16)

19. What if I change my mind after I sign up for a room and want a different room?
If there are still Lotteries scheduled to occur, you may attend one to select a different room. If there are no more Lotteries, you may submit a General Waitlist Request at College Housing. The General Waitlist for the 2016-17 academic year opens at 9:00 AM on Wednesday, May 25. (p.16)

20. Can I change my room assignment if I had a proxy?
Yes, if there are any Lotteries still remaining, you can select another room. Otherwise, no; once your proxy signs you up for a room, they have committed you to that space, even if it was not the space you wanted. It is strongly recommended you give your proxy very precise, clear directions - in writing - about your preferences so they can do their best to sign you up for a room in which you desire to live. Choose your proxy wisely - they are entering you into a legal agreement. (p.10) If you do not like the room for which you were signed up, you can place yourself on the 2016-17 General Waitlist which opens at 9:00 AM on Wednesday, May 25. (p. 16)

### The Dining Plan

21. Do I have to have a dining plan if I sign up to live in housing?
Yes. We believe our residential dining program is the cornerstone of developing community in the College Houses. As a result, when taking a room in the College Houses, you are agreeing to participate in the dining program.

### After the Lotteries...

22. What if I decide I want to return to the College Houses after the Lotteries have taken place?
If you do not reserve a room during the Lottery and you later decide you would like to live in the College Houses, you are still guaranteed housing. Prior to the end of the Spring Quarter, you will need to turn in your pink card to College Housing and will sign up for a room at that time. You may not be able to return to your current House if the building quota (p. 2) has been reached. If you decide you want to return after the Spring Quarter ends, you will have to submit a housing preference sheet in addition to your pink card. If you request housing after the Spring Quarter ends, your assignment will be made in August, after making the incoming student assignments.
23. When will I receive confirmation of my room and board assignments for next year?
You will be able to see confirmation of your housing assignment in the http://my.uchicago.edu portal, in the Services tab, Housing portlet, around the Friday of 9th week of Spring Quarter. If you have any questions about your housing and dining assignment after reviewing your information, please email collegehousing@uchicago.edu.
The University College Housing Room and Board Contract covers the entire academic year of three quarters (Autumn, Winter, Spring), or the remainder thereof, where applicable. The total sum stated in the assignment notice covers the complete room and/or board charge for the period of the assignment. Room assignments for Blackstone Hall, Breckinridge Hall, Broadview Hall, Burton-Judson Courts, Maclean House, New Graduate Residence Hall, Max Palevsky Residential Commons, Snell-Hitchcock Hall, and Stony Island House do not include the regular recesses between academic quarters. The University reserves the right to use the rooms during regular University recesses when necessary. Room assignments for International House and Renee Granville-Grossman Residential Commons East and West do include the regular University recesses in December and March.

The Room and Board Contract is binding for the entirety of the contract period as defined above and will only be terminated by the University either prior to the period of assignment or during the period of assignment under the conditions described in the section entitled “Termination” below.

The University reserves the right to change the assignment to another room in the assigned House or another House either prior to the opening of the quarter or during the quarter or to terminate occupancy for any default under the terms of this contract.

Students are responsible for damage beyond ordinary wear and tear to residence hall premises and furnishings. Damages to common areas within a House or residence hall for which individual responsibility cannot be ascertained may be apportioned among all residents of the residence hall or House, or floor or section as deemed appropriate by College Housing. The student who holds this contract agrees to observe and abide by all University and College Housing rules and regulations. The possession, use, or distribution of illegal drugs is prohibited in the residence halls. Pets are not permitted in the residence halls. Cooking in the rooms of residents is not permitted except on appliances provided by the University. Possession of firearms of any kind, explosives, firecrackers, or other dangerous objects or materials in the residence halls is prohibited. Dining and residence privileges may not be used by anyone other than the assigned student. No furnishings may be removed from a student's room or from any common room.

In keeping with the University's long-standing traditions and policies of non-discrimination, housing assignments are made without regard to race, color, religion, sexual orientation, gender identity, national or ethnic origin, age, disability, or other factors prohibited by law. Student preferences for type of housing and choice of roommate may be honored where practicable provided that this will not result in discrimination in violation of Title VI of the Civil Rights Act of 1964.

The University does not carry insurance covering personal property and is not liable for losses, damages, or injuries of any sort occurring to personally owned property, furniture, or equipment from any cause whatsoever. The University shall assume no responsibility for theft, destruction, or loss of money, valuables or other personal property belonging to, or in the custody of, the resident from any cause whatsoever, whether such loss occurs in the resident's room, storage area or public areas. Therefore, students are encouraged to obtain renter's insurance to cover their personal property.

The University must inspect rooms from time to time to ascertain the extent of wear and tear on furnishings, paint, fixtures, etc. The University therefore reserves the right to inspect residence rooms and its property at all reasonable times. Ordinarily, advance notice will be given the occupant when that student's room is to be inspected.

Termination

1. Prior to the period of assignment
   A. If the student withdraws from, or does not matriculate at, the University prior to the period of assignment, this contract will be terminated by the University only after the student submits written notification to College Housing. A cancellation fee of $150 will be assessed.
   B. If the student intends to matriculate at, or continue registration in, the University and wishes to be released from the terms of this contract prior to the period of assignment, the student must submit a written petition to College Housing. Petitions are considered only in cases of extraordinary financial or personal exigency which have arisen after the contract was made. If College Housing occupancy is one hundred percent (100%) and a waiting list for housing exists, then the petition may be granted depending on the nature of the petition. If the University cannot reassign the room without creating a vacancy in the University College Houses, this contract will not be terminated. The student or the student's parent or guardian will be held to the full terms of this contract including full payment of all charges.

2. During the period of assignment
A. If the student withdraws from the University during the period of assignment, this contract will be terminated after written notification from the student to College Housing and the removal of all their belongings from the residence, and the return of the keys. A cancellation fee of $100 will be assessed.

B. If the student does not withdraw from the University and wishes to be released from this contract, the student must submit a written petition on the required form to College Housing. Petitions are considered only in cases of extraordinary financial or personal exigency which have arisen after the contract was made. If the petition is granted by the University, this contract will be terminated and no cancellation fee will be assessed. If the petition is not granted by the University, the student will be held to the full terms of this contract including full payment of all charges.

C. The student who does not withdraw from the University and who wishes to be released from their room and board contract will not be required to demonstrate extraordinary financial or personal exigency if the student can produce an eligible replacement who will take a contract in the University College Houses. The replacement will not be given the same housing assignment as the person who is seeking to be released from the contract. An eligible replacement is minimally defined as a student registered at the University who does not reside in the University College Houses, who does not have an application on file for the University College Houses, who does not hold any other housing contract or lease with another department of the University, is in good standing with College Housing, and who can assume the contract for the entire academic year, or remainder thereof, whichever is applicable. The student who wishes to be released from this contract must bring the eligible replacement to the College Housing office. If positive arrangements can be made to assign a contract to the eligible replacement, the contract will be terminated for the student seeking release. No cancellation fee will be assessed. If positive arrangements cannot be made, the student seeking release will be held to the full terms of their room and board contract including full payment of all charges.

D. If this contract is terminated by the University because the student failed to observe and abide by all University and College Housing rules and regulations, a cancellation fee equal to one quarter’s room charges or all remaining room charges of this contract, whichever is less, will be assessed.

Schedule of Fees for Room and Board Contracts

1. Prior to the starting date of the contract
   If the student takes a non-medical leave of absence or withdraws from the College, and thus their housing contract is canceled, or a petition for release from the contract is granted prior to the starting date of the contract, a contract cancellation fee in the amount of $150.00 will be assessed. The cancellation fee will be added to the charges on the student’s account in the Office of the Bursar. If the student does not occupy the room and fails to notify College Housing of his/her withdrawal from the University, the same schedule of fees will apply.

2. During the period of assignment
   If the student takes a non-medical leave of absence or withdraws from the College, and thus their housing contract is canceled, a contract cancellation fee in the amount of $100.00 will be assessed. If a petition for release from the contract is granted during the period of assignment of the contract, a contract cancellation fee will not be assessed. Cancellation fees are added to the charges on the student’s account in the Office of the Bursar.

For contracts which are cancelled by the University because the student failed to observe and abide by all University and College Housing rules and regulations the cancellation fee is equal to one quarter's room charges or all remaining room charges of the contract, whichever is less. The cancellation fee will be added to the student’s account in the Office of the Bursar.

2/15
2016-17 Room and Board Rates for the College Houses

All room rates are returning student room rates, are annual and are per person.

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Location</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Double</td>
<td>Campus North, Granville-Grossman, I-House, Max Palevsky, Snell-Hitchcock</td>
<td>$8,211</td>
</tr>
<tr>
<td>Apartment</td>
<td>Campus North, Granville-Grossman, Stony Island</td>
<td>$10,134</td>
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The board rate is annual and is per person.

<table>
<thead>
<tr>
<th>Board Type</th>
<th>Rate</th>
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<tbody>
<tr>
<td>Unlimited</td>
<td>$6,009</td>
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<tr>
<td>Phoenix</td>
<td>$6,009</td>
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<tr>
<td>Apartment</td>
<td>$4,650</td>
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2016-17 Residence Hall Opening and Closing Dates

<table>
<thead>
<tr>
<th>Quarter</th>
<th>Event</th>
<th>Time</th>
<th>Date</th>
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<tbody>
<tr>
<td>Autumn Quarter</td>
<td>Halls Open for returning students</td>
<td>8:00AM</td>
<td>Friday, September 23, 2016</td>
</tr>
<tr>
<td></td>
<td>First Day of Classes</td>
<td></td>
<td>Monday, September 26, 2016</td>
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<tr>
<td></td>
<td>Halls close for Winter Break</td>
<td>12:00PM</td>
<td>Saturday, December 10, 2016</td>
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<tr>
<td>Winter Quarter</td>
<td>Halls open for all students</td>
<td>8:00AM</td>
<td>Sunday, January 1, 2017</td>
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<td>Halls close for Spring Break</td>
<td>12:00PM</td>
<td>Saturday, March 18, 2017</td>
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<tr>
<td>Spring Quarter</td>
<td>Halls open for all students</td>
<td>8:00AM</td>
<td>Sunday, March 26, 2017</td>
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<tr>
<td></td>
<td>Halls close for the end of the year</td>
<td>3:00PM</td>
<td>Saturday, June 10, 2017</td>
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Please note: Granville-Grossman Residence Hall and International House do not close during the winter and spring break periods.
<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
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<tr>
<td>3-Apr</td>
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<td>5-Apr</td>
<td>6-Apr</td>
<td>7-Apr</td>
<td>8-Apr</td>
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<td>2nd Week</td>
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<td>In-House Lottery Numbers Posted in Each House</td>
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<td>General Lottery Numbers posted in House</td>
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<td>10-Apr</td>
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<td>1-May</td>
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<td>4-May</td>
<td>5-May 7:30PM – Hall Lotteries: (building quota made available at hall lotteries)</td>
<td>6-May</td>
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<td>6th Week</td>
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<td>7th Week</td>
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<td>8:00PM - General Lottery 7:00PM – Cathey Dining Hall closes</td>
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<td>9th Week</td>
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<td>9:00AM General Waitlist Opens for 2016-17</td>
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<td>Room Confirmations Available on <a href="http://my.uchicago.edu">http://my.uchicago.edu</a></td>
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