HOUSING SELECTION
2021–2022
RETURNING STUDENTS
HOUSING SELECTION TIMELINE
MARK YOUR CALENDAR!

FEB. 1  PAY YOUR HOUSING DEPOSIT & HOUSING APPLICATIONS AVAILABLE
FEB. 19 OFF-CAMPUS APPLICATION DUE
MAR. 15 HOUSING APPLICATION DUE
APR. 2  COMMUTER APPLICATION DUE

MAR. 1  ROOMMATE SELECTION
MAR. 25 SQUATTER’S RIGHTS SELECTION
MAR. 29 SENIOR ONLY SELECTION
MAR. 31 GENDER INCLUSIVE SELECTION
APR. 6–9 GENERAL SELECTION
APR. 13–14 UNMATCHED SELECTION
Phase 1 must be completed by March 15, 2021, to receive a priority lottery number and to participate in Phase 2 of the housing selection process.

**Step 1: Pay the Housing Deposit – $100 per academic year**
This deposit for the upcoming fall semester is accepted beginning February 1st.
- Pay online by logging into MyYCP, selecting YCPWeb, and selecting Pay Bill-Student Account. Credit/debit card payments are accepted. Online payments will take a few days to process.
- Pay in-person at the Business Office, located in the Miller Administration Building. Only cash or checks are accepted.

**Step 2: Check for Holds on your Student Account**
Holds can prohibit you from completing the housing application and participating in the housing selection process.
- Go to YCPweb, select Student Services, then select Student Records and View Holds. For more information or assistance with holds, please contact the originating office directly.
  - Judicial Sanction Hold – Student Conduct Office (717.600.3874)
  - Tuition and Deposit Holds – Business Office (717.815.1470)
  - Housing Contract Hold – Residence Life Office (717.815.1281)

**Step 3: Complete the Fall 2021 Housing Application by March 15, 2021**
Students may edit their application until Mar. 15, 2021!
- Log into MyYCP, select MyHousing, then select Applications.
- New or updated medical documentation for special housing accommodations should be uploaded when completing the application or emailed to Residencelife@ycp.edu. Please email us for documentation guidelines.
- Room selection descriptions are on pages 3 & 4.
- Make sure you receive the ‘application is now complete’ message to ensure it’s submitted.
- If the application is not available:
  - Deposits paid by credit card or by check will take a few days to process. You will not have access to the application until it has been processed. If after two business days the application is still unavailable, please email residencelife@ycp.edu or call 717.815.1281.
  - Check your student account for holds.
  - You should clear your cache before completing the application.
PHASE 1 – OPTIONAL APPLICATIONS

Off-Campus Application – Due February 19, 2021
- Current students interested in living off-campus must have earned at least 85 credits by the end of the Fall 2020 semester. Students should check their transcripts to ensure all credits are accounted for: transfer, AP, dual enrollment, etc.
- Scholarships and financial aid will be affected. Please discuss this change with the Financial Assistance Office; it is your responsibility to manage this step.
- Students must pay the housing deposit, complete the housing application, and complete the off-campus application to qualify; all applications are found in MyHousing.
- The housing deposit will be credited to your student account and the housing application will be canceled if your off-campus application is approved.
- Notification of approval will likely be sent out in March 2021.

Commuter Application – Due April 2, 2021
- Current students interested in commuting must live within a 35-mile radius of York College. The address must be your parent/guardian’s permanent address.
- Scholarships and financial aid will be affected. Please discuss this change with the Financial Assistance Office; it is your responsibility to manage this step!
- Students must pay the housing deposit, complete the housing application, and complete the commuter application to qualify.
- The housing deposit will be credited to your student account and the housing application will be canceled if your commuter application is approved.
- The commuter application will be posted to the student portal announcements page and on our website on February 1, 2021.

MyYCP: MyHousing

MyHousing: Applications
ROOMMATE SELECTION – Begins on March 1, 2021
Phase 1 must be completed to participate in roommate selection.
- Go to MyHousing, select Room Selection, and select Roommates.
- To request a roommate, search by email, last or first name.
- Roommate requests must be confirmed by all students involved.
- Please note, if your group wants a 5-person apartment/suite, you must be matched with 5 people to select a 5-person space. If matched with 4 people, only 4-person suites/apartments will be available on room selection day.
- Students seeking a single in Northside Commons will not need to participate in roommate selection. However, please note that singles are limited.
- If you receive an error message when searching for a friend, you should:
  - check the spelling of their name,
  - confirm that they completed Phase 1,
  - ensure you’re in the same Room Selection Lottery by checking your selections on your Fall Housing Application (i.e. Squatter’s Rights, Gender Inclusive, General).

MyHousing: Select Roommate

MyHousing: Confirm Roommate

SQUATTER’S RIGHTS SELECTION – March 25, 2021
Squatter’s Rights Room Selection gives rising Juniors and rising Seniors the opportunity to stay in their current space.
- All students in your group must select the Squatter’s Rights Selection Option on the housing application.
- All vacancies in the unit must be filled and students must roommate match during Roommate Selection.
- Students may pull in any qualifying student to fill the space. To qualify, the student must be a returning student and Phase 1 must be complete!
PHASE 2 – ROOM SELECTION

SENIOR ONLY SELECTION – March 29, 2021
Seniors ONLY!

- Students must be a rising Senior with 74.5 cumulative credit hours or more to participate in this selection. Students should check their transcripts to ensure all credits are accounted for: transfer, AP, dual enrollment, etc.
- Rising Sophomores & rising Juniors may not participate, even as roommates.

GENDER INCLUSIVE SELECTION – March 31, 2021
Gender Inclusive housing provides returning students, inclusive of all genders, gender identities, and gender expressions, the opportunity to reside in the same apartment or suite.

- All students in your group must select the Gender Inclusive room selection option on the housing application. Students can view and change their selection until March 15, 2021.
- All vacancies in the unit must be filled and students must roommate match during roommate selection. Students may pull in any qualifying student to fill the space. To qualify, the student must be a returning student and Phase 1 must be complete!

GENERAL SELECTION – April 6–9, 2021
Students are able to select a room when their lottery number becomes active. Lottery numbers will be generated and posted to MyHousing on April 5, 2021.

- MyHousing will display a real-time list of all options available that accommodate your group size. Your group will only see spaces available to accommodate your group size. Make sure all roommates are matched before your lottery number becomes active.
- Have several options in mind for your housing preferences. Review all of the options for room/suite/apartment sizes available to you. Your group size may change during the process; have a backup plan in mind before you begin.
- Due to the demand for housing, some students may not find an assignment preference during room selection.

UNMATCHED SELECTION – April 13–14, 2021
New this year!
Roommate matching is not required. MyHousing will display a real-time list of all options available. More information will be posted to the student portal announcements page.