



BOWLING GREEN STATE UNIVERSITY

Office of Residence Life
Division of Student Affairs

November 2016

Dear Parents or Guardians:

The BGSU Office of Residence Life is pleased to announce that housing sign-up for the 2017-18 academic year for returning students will open December 1. Please note that there are several changes to our housing eligibility and overall sign up processes for 2017-18. An initial email with these changes was emailed to current on-campus students on November 7, 2016. Please visit the Office of Residence Life [website](#) for additional information regarding your student's status and eligibility to live in on-campus housing during the next academic year.

If your student has already met their on-campus residency requirement (see below for requirements) but wishes to return to on-campus housing again next year, they need to complete the 2017-18 On-Campus Lottery Request Form, by December 4, 2016. You can learn more about this process by visiting our [website](#).

HALL AVAILABILITY CHANGES AND UPDATES

1. **Harshman Complex:** Starting the summer of 2017 Harshman Complex will permanently close and no longer be available to students.
2. **Apartments:** Beginning with the 2017-18 academic year, the Office of Residence Life will offer 1-, 3-, and 4- person apartments located near campus as part of our housing options for returning students. If a returning student is interested in living in one of these apartments, they will need to make their \$200 initial payment as part of the Returning Student Housing Sign-up Process outlined below. In addition, students interested in an apartment will need to complete an Apartment Application form by February 1, 2017. The form and more information about the apartment selection process is located [here](#). Students who are selected to reside in an apartment will not be required to have a meal plan.
3. **Gender Neutral Housing:** Gender Neutral Housing (GNH) will be available in Founders Hall for the 2017-18 academic year. Applications are available in the Office of Residence Life and online beginning December 1 and must be returned to the office by February 1, 2017. A limited number of rooms/suites are available. More information on this community is available on the Office of Residence Life [website](#).
4. **Learning Community Information:** Students interested in joining or renewing their membership and residency in a Learning Community should contact the Learning Community's program director for information regarding their eligibility. If approved to live in the Learning Community, students must enroll again into the community of choice through their MyBGSU "My Learning Community" account or at www.bgsu.edu/communities. **Students must enroll prior to February 1, 2017.**
5. **Fraternity and Sorority Life:** Members of fraternity and sorority chapters planning to live in their chapter house in the Greek Village should work with their Chapter leadership to determine who will be living in the available bedrooms. Greek students living in their Greek House will need to complete their housing application and work with their chapter leadership to sign up to live in their Greek House. If Greek members are not planning to live in their house, they will go through the same online sign-up process as described in this letter to select their room.
6. **BGSU Dining - Meal Plans for 2017-18:** Students living on-campus are also required to have a University meal plan. The only exceptions will be for students who are living in an apartment, as they are not required to select a meal plan. Visit BGSU Dining's website for information on meal plans for the 2017-18 academic year at www.dineoncampus.com/BGSU.
7. **Scholarship Support:** If you have questions about a scholarship that pays for housing, please contact the Office of Financial Aid at 419-372-2651.
8. **Housing Rates for 2017-18:** Housing and meal plan rates are adjusted annually and approved by the BGSU Board of Trustees by June 2017. Current rates can be found at www.bgsu.edu/housing on the Forms and Resources page.

RESIDENCY REQUIREMENT REMINDER

Bowling Green State University policy states that a student shall live on campus *unless*:

1. The Student will complete four semesters of on-campus residency as of August 21, 2017;
2. The Student will be commuting daily from the permanent home address of their parent(s) or legal guardian(s) within a 50-mile driving radius of BGSU;
 - a. Please note that the Office of Residence Life considers the permanent home address of the Student's parent(s) or legal guardian(s) to be the address of record on file with federal, state and local tax agencies and where a minimum of one of the Student's parent(s) or legal guardian(s) reside;
 - b. Students who qualify to reside off-campus under this clause do not need to request housing. Please note that providing false information to the University is a violation of the student Code of Conduct;
3. The Student will attain junior level status as of August 21, 2017;
4. The Student will be 20 years of age as of August 21, 2017;
5. The Student is married (proof of marriage required);
6. The Student is a parent with custodial care responsibilities (proof of custodial care required);
7. The Student will fulfill one of the requirements to be considered an independent student (as determined by the Office of Financial Aid) as of August 21, 2017;
8. The Student will complete 12 months of consecutive active military service as of August 21, 2017;
9. The Student is transferring to BGSU, has been out of high school for a minimum of two years, and has completed at least 12 credit hours at an accredited institution of higher education post high school graduation.

If you **fulfill** any of these requirements other than the first four listed, please complete the Residency Verification Form under your MyBGSU "My Room and Meals" account. If you **do not** fall within the exceptions listed, you are required to sign up for housing or you have the option to appeal the requirement to live on campus. Please refer to the [On-Campus Housing and Dining Agreement](#) located on our website for specific details. **Failure to comply with the residency requirement will result in housing charges being applied to your student account.**

2017-2018 RETURNING STUDENT HOUSING SIGN-UP PROCESS

Returning students may begin making their \$200 initial housing payments in December, with self-selection of rooms happening in February. Following are the steps and the timeline for returning student housing sign-up.

STEP 1: December 1 – February 1:

Students should log in to their MyBGSU "My Room and Meals" account to register for housing:

- In MyBGSU: Click on **Housing & Residence Life** under **Student** tab on the top. Then select, on the left-hand side of the screen, **My Room and Meals** and follow the on-screen instructions.

During Step 1, students make the initial \$200.00 housing payment and complete the lifestyle questionnaire or select specific roommates. This initial payment is required to reserve a room. **For returning students, housing selection times are randomized, and not based upon accumulated credit hours or payment date.**

STEP 2: February 9:

Students who complete Step 1 by February 1 will receive email notification from the Office of Residence Life of the specific date and time that they will be able to begin accessing the housing system to choose a room on campus. Sign-up dates and times will be randomly assigned.

STEP 3: February 13-17:

Students must log back in to their MyBGSU "My Room and Meals" account (beginning on their assigned date and time) to choose a room and meal plan for themselves and/or their roommate group. Rooms will be available in the majority of halls on-campus, and halls will fill throughout this process and no longer be options to some students. Students who were pulled into rooms or suites as roommates must log back in to their MyBGSU "My Room and Meals" account as well to confirm the room that was selected for them and choose a meal plan. *NOTE: The date and time signify when students can begin accessing the housing system. Halls will fill up quickly as students become eligible to select rooms.*

From February 21, 2017, to April 3, 2017, all returning students who are eligible to live in on-campus housing can access the housing system at any time and complete all steps of the sign-up process in one visit.

If you have any questions or concerns, please contact the Office of Residence Life at 419-372-2011 or reslife@bgsu.edu. Additional information, including FAQs, can also be found at www.bgsu.edu/housing.

Thank you,

The Office of Residence Life