

# 2018-2019 HOUSING SIGN-UP

# STEP-BY-STEP GUIDE

This guide provides an overview of the steps you need to reserve housing for the upcoming year.  
**The housing application is available starting February 23rd.**

Step 1:

## START HERE

### LOG IN TO MYGFU

Visit [mygfu.georgefox.edu](http://mygfu.georgefox.edu)

- » Housing and Meal Plan Intent
- » Login with GFU credentials
- » Select Housing Intent
- » 2018-2019 academic year

### PERSONAL INFORMATION

Edit the following

- » Contact details
- » Emergency info
- » About Me

### HOUSING APPLICATION FEE

If you haven't paid a housing application fee previously, **pay a one-time \$150 housing application fee**

Step 2:

## SELECT ROOM & ROOMMATE(S)

FOLLOW THIS TRACK IF YOU HAVE  
ROOMMATES ALREADY CHOSEN

### MANAGE GROUPS

Finalize group by March 22nd

- » Search for roommates by email, invite to group
- » Roommate accepts invitation and group is formed

In order to be invited to a group, a person must have started a housing application and have paid the housing application fee.

### TIME SLOT ASSIGNMENTS

Your time slot will be emailed to your whole group by the **first week of April**.

Time slots are required for room selection.

### ROOM SELECTION

Search for a room the size of your group

- » Room Search
- » Select the building and room your group wants
- » Assign group members to beds
- » Choose reserve to complete steps

OR

## ASSIGN ME TO A ROOM

FOLLOW THIS TRACK IF YOU **DO NOT**  
HAVE ROOMMATES ALREADY CHOSEN

### ROOM PREFERENCES

Let us know your location preferences

We will do our best to assign you to one of your preferred buildings. Your placement will depend on vacancies in the building and the quality of the roommate match.

### SUBMIT YOUR APPLICATION

Submit your application by March 22nd and you will receive your assignment by mid-summer.

Step 3:

## MEAL PLANS

### SELECT MEAL PLAN

Log in to the Housing and Meal Plan Intent

- » Welcome
- » Meal Plan
- » 2018-2019 academic year

Select the meal plans you want for both  
Fall 2018 and Spring 2019

### MEAL PLAN CHANGES

You can change your meal plan up until the semester begins. Available meal plans are currently based off your CURRENT cumulative credits.

More plans will become available after each semester grades are processed.

## QUESTIONS?

Stop by the University Housing office  
(3rd floor of Stevens Center)

or set up an appointment to talk with one of our staff by emailing [housing@georgefox.edu](mailto:housing@georgefox.edu)

Call: 503-554-2310

Email: [housing@georgefox.edu](mailto:housing@georgefox.edu)

Housing FAQ:

[housing.georgefox.edu](http://housing.georgefox.edu)