



Current Resident Student Housing Selection Guidelines

2024-2025 Academic Year

Action Required for all current residential students

This is a comprehensive document that spells out all requirements for the upcoming academic year. While we believe that we have covered all options, you may find you still have questions. Once you have read this document in its entirety, please address your questions to the reslife@alvernia.edu email address, and/or attend one of the information sessions, listed below.

All current residential graduate and undergraduate students must complete one of the following processes:

- 1) Participate in Housing Selection/Lottery for 2024-25 housing, as described below
- 2) Complete the Petition to Commute Form for 2024-25, as described below

All students wanting to live in Alvernia University residence halls must be in a degree seeking program and registered for 12 or more credits (or full-time graduate students) (**Some exceptions apply – please email contact our office by 4/5/24 for details.*) Students must also be between the ages of 17 and 30.

In addition, students who enrolled prior to the Fall of 2024 and are full-time, and under 23 years of age, and who have completed 90 or fewer credits are required to live in university housing, unless they are approved to become a commuter. If students wish to become a commuter, they must complete the Petition to Commute form found in Alvernia Residential Communities Portal (ARC) by April 5.

REQUIREMENTS TO PARTICIPATE IN HOUSING SELECTION

A student is eligible to participate in housing selection if they meet all the following conditions:

- They are an undergraduate student registered for 12 or more credits for Fall 2024 and matriculated by June 1, 2024, or are full-time graduate students currently living on campus
 - **There may be some exceptions for specific undergraduate degree programs to allow on campus housing with under 12 credits. Please email ResLife@alvernia.edu for more information.*
- They have **completed** a housing application in ARC by Friday, April 5, 2024.
- They have no outstanding obligations (documents and/or financial) from Health and Wellness and/or Student Financial Services.

Any student who does not meet **ALL** conditions above cannot select housing via the housing lottery. After housing lottery has taken place, students who have missed the deadline may be housed as space permits.

STUDENTS SHOULD COMMUNICATE with Student Financial Services NOW if there is a hold on your account. Do NOT wait until registration or housing lottery begins.

HOUSING APPLICATION

Complete the Housing Application in ARC by **April 5, 2024**. Housing applications will be available online beginning around March 13, 2024. Log in to [ARC](#) (which can be found on the login page of the Alvernia Website). To log in you will need to use the 4&6@alvernia.edu (last123456@alvernia.edu) and same password used for checking email. If you have issues logging in, please contact the Service Desk (ServiceDesk@alvernia.edu).

HOUSING LOTTERY

For current undergraduate resident students, 5th year undergrads, and current residential graduate students:

Once we have verified that you have:

- registered for 12 or more credits (or for full-time status for graduate students) FOR FALL 2024 **AND**
- completed a housing application **AND**
- have no outstanding documents or financial obligations with Health and Wellness, and Student Financial Services,

you will receive an email from ARC notifying you of the date and time you may begin the housing selection process. This email will be sent around April 12. The lottery date and time indicates when a student may select a room during the selection process.

While selection DATES are determined by credits earned, the housing selection times are randomly generated by the housing lottery system. Only students with a lottery time slot may select a room during housing selection. Housing is selected by logging in to ARC during or after your designated time. *Additional detailed instructions for the lottery process will be sent around April 12.*

If you have class, work, etc. during your selection time, please plan with your roommates to use the next best selection time to choose housing.

CLASS STANDING FOR LOTTERY

The **number of credits** you have dictates what day during the lottery you are eligible to choose your housing assignment.

PLEASE UNDERSTAND CREDITS EARNED DETERMINE YOUR CLASS STANDING - SO EVEN IF YOU LIVED FOR YOUR FIRST YEAR IN THE RESIDENCE HALLS, IF YOU DO NOT EARN 30 CREDITS, YOU WILL NOT BE CONSIDERED A SOPHOMORE BY CREDIT.

- Your class standing is determined by the number of credits you will start with at the beginning of the fall 2024 semester (not including summer credits).
- This assumes that you earn all the credits you are enrolled in during the spring 2024 semester. The Office of Residence Life will receive a credit report for students at the conclusion of pre-registration for Fall 2024 ([Spring 2024 Academic Calendar | Alvernia University](#)).

Class Standing by Course Credit for lottery purposes, will be determined as follows:

- 90 credits-and above: Senior and 5th year AND current residential Graduate Students
- 60-89 credits: Junior Student
- 30-59 credits: Sophomore Student
- 1-29 credits: First-Year Student

HOUSING CONTRACTS

A signed housing contract establishes your commitment to Alvernia University to live on campus and select a required meal plan option for the full academic year (Fall and Spring semesters). You are committed to this housing contract for the entire academic year and may not break the contract unless you meet the requirements as listed in the “Requests to be Released from Housing Contract” section of the [Housing Policies | Alvernia University](#) webpages.

Housing contracts are signed electronically during the housing application process in ARC. This will commit you to living on campus and receiving a meal plan for a minimum of one full academic year. You may preview the housing contract by clicking this link: [AU Housing Contract](#). Please note: current resident students do not need to pay a housing deposit.

ROOMMATE GROUP INSTRUCTIONS

How to Create a Roommate Group

1. Complete your application.
2. Click on the words "Roommate Group" on the left side of the screen.
3. Name your group (something that is appropriate please).
4. Make sure that your friends have completed their application.
5. Enter your friends Alvernia email address, Firstname.Lastname@alvernia.edu. (You can only add people that you are permitted to live with and who are eligible for specific housing spaces – refer to housing options and prices, below)
6. Tell your friends to login to their ARC page and accept the group that you have created. **If roommate groups are not reciprocal in ARC, you will not be able to pull in your roommate requests.**

No Roommate Group/Looking for Someone to Live With?

1. Complete your housing application.
2. Click on "My roommate profile" on the left-hand side of the screen.
3. Enter as little or as much information that you are comfortable with.
4. Decide how you want to share the information and how you would like others to contact you.

If you get stuck at any point or have any questions, please contact ORL via email reslife@alvernia.edu.

Special Note for the Townhouses:

We realize that Assisi and Siena are a sought-after space for upper-class students, and as such, we are looking to find a process for those two communities that allow students interested in living in one of these halls, that meet all housing selection guidelines, to select an apartment in Assisi or Siena with full roommate groups (8 people per apartment). We are still working through the details of this process and expect to share these details shortly. Thank you for your patience in waiting for this information.

MEDICAL / SPECIAL ACCOMODATIONS

Any student requesting a single room or other housing accommodation (including ESA), for medical reasons must submit all required documentation **and** receive approval from Dr. Andrea Swift, Director of Accessibility Services by April 5, 2024. If there are accommodations after April 5, 2024, you may need to be placed on a waiting list for accommodation spaces to become available. **Deadline: April 5, 2024**

FOR MORE INFORMATION

- **For questions regarding housing selection:**
 - Office of Residence Life at (610)796-8320 or reslife@alvernia.edu in Veronica Hall.
- **For questions regarding registration for classes:**
 - Registrar (610)796-8201 located in Francis Hall
- **For questions involving financial clearance:**
 - Student Financial Services (610)796-8201 located in Francis Hall
- **For questions involving health and wellness documents:**
 - Health and Wellness (610)796-1467 located in The Penn Medicine - Alvernia Medical and Counseling Center is at 421 Adams St., next to the Art Studio.
- **For questions regarding medical accommodations:**
 - Visit: Bernadine Hall 105A | [610-568-1499](tel:610-568-1499) | andrea.swift@alvernia.edu

IMPORTANT DATES & DEADLINES

Wed. March 13: Returning Student Housing Applications open in ARC Portal

Wed. March 13: 3-4pm: Informational Session– watch your email and ResLife Instagram (@AlverniaResLife) for locations

Tues. March 19: 8-9pm: Informational Session - watch your email and ResLife Instagram (@AlverniaResLife) for locations

Wed. March 20: 11:30-1:30: Tabling Session watch your email and ResLife Instagram (@AlverniaResLife) for locations

Fri. April 5 Deadlines:

- Returning Student Housing Application in ARC
- Student Financial Services holds
- Health & Wellness holds
- Fall 2024 Class Registrations
- ADA approvals
- Petition to Commute submitted via the ARC portal.

Tues. Apr. 9: 8-9pm Informational Session (Lottery) watch your email and ResLife Instagram (@AlverniaResLife) for locations

Wed. Apr. 10: 11:30-12:30pm Informational Session (Lottery) watch your email and ResLife Instagram (@AlverniaResLife) for locations

Thurs. Apr. 11: 11:30-1:30pm Tabling Session (Lottery) watch your email and ResLife Instagram (@AlverniaResLife) for locations

Fri. Apr. 12: Latest date that ORL will send lottery day/times via email with detailed lottery info

Tues - Fri April 16-19: Housing Lottery - by credits

- Tues., April 16: Current residential grad students, 5th years, and others with 90 credits and above
- Wed., April 17: Current residential students with 60-89 credits
- Thurs., April 18: Current residential students with 30-59 credits
- Fri., April 19: Current residential students with 29 credits and below

BUILDING DESCRIPTIONS

Please refer to the Alvernia Website for more details about each of the buildings listed below.

<https://www.alvernia.edu/student-life/residence-life-dining/residence-halls>

HOUSING OPTIONS & PRICES (per academic year)

Traditionally, Alvernia University houses first year students in Francis, Anthony, Clare, and Veronica Halls and the remainder of our residence halls are designated for all other students. We do try to limit our residence hall options by “years in residence”, however there may be instances where designated classes are mixed. For room selection purposes, we are using the following to define your “years in residence”:

- First-Year: 1-2 semesters living on campus
- Sophomore: 3-4 semesters living on campus
- Junior: 5-6 semesters living on campus
- Senior, 5th yr, grad: 7+ semesters living on campus

The ORL will try to ensure that all students eligible for specific housing areas will have access to those areas, but for many reasons, you may not see spaces that you think you might be eligible for, but can not select. We will provide more details about this in our pre-lottery information. Regardless, all students should be prepared to be flexible in their housing options.

- **Holleran Hall:** (Typically, sophomore only) (Private) \$12,200 (Shared) \$10,300
- **Judge Hall:** (Private) \$10,700; (Shared) \$8,800
- **Reading CollegeTowne:** (Private) \$12,200; (Shared) \$10,300
- **Anthony Hall:** (Shared) \$7,500
- **Zygmunta, Pacelli, Ehlerman Hall:** (Private) \$12,500; (Shared) \$10,600
- **Assisi and Siena Hall:** (Shared) \$7,800
 - Townhouses are typically for Juniors and Seniors ONLY
- ****Shared**** = Double Occupancy: you share a bedroom with one other person within a suite of other people
- ****Private**** = Single Occupancy: you have your own private bedroom within a suite of other people
- ****Efficiency**** = 2-person shared bedroom with no other residents that have the apartment/space amenities of the building. (These are not always available for room selection.)

Please review the Room Selection Options Flow Chart below for your eligible housing options

For room selection purposes, we are using the following to define your “years in residence”:

- First-Year: 1-2 semesters living on campus
- Sophomore: 3-4 semesters living on campus
- Junior: 5-6 semesters living on campus
- Senior, 5th yr, grad: 7+ semesters living on campus

Room Selection Options Based on Where you Currently Live (Spring 2024)												
KEY: AH=Anthony Hall, HH=Holleran Hall, JH=Judge Hall, CT=CollegeTowne, ATH=Assisi Townhouse, STH=Siena Townhouse, ZH=Zygmunta Hall, PH=Pacelli Hall, EH=Ehlerman Hall												
<i>If you live in Clare Hall, Veronica Hall, Francis Hall, or are a first-year student in Anthony Hall, you may select</i>												
Halls you may select:												
Hall you currently reside in:	VH	CH	AH	FH	HH	JH	CT	ATH	STH	ZH	PH	EH
Clare			✓		✓	✓	✓					
Veronica			✓		✓	✓	✓					
Francis			✓		✓	✓	✓					
Anthony (First-Year Student)			✓		✓	✓	✓					
<i>If you live in Anthony Hall and are not a first-year student, you may select</i>												
Halls you may select:												
Hall you currently reside in:	VH	CH	AH	FH	HH	JH	CT	ATH	STH	ZH	PH	EH
Anthony (NOT a FY Student)			✓*			✓	✓	✓	✓	✓	✓	✓
<i>If you live in CollegeTowne, Holleran Hall, Judge Hall, Ehlerman Hall, Pacelli Hall, Zygmunta Hall, Assisi Townhouses, or Siena Townhouses, you may select</i>												
Halls you may select:												
Hall you currently reside in:	VH	CH	AH	FH	HH	JH	CT	ATH	STH	ZH	PH	EH
CollegeTowne			✓*			✓	✓	✓	✓	✓	✓	✓
Holleran			✓*			✓	✓	✓	✓	✓	✓	✓
Judge			✓*			✓	✓	✓	✓	✓	✓	✓
Ehlerman			✓*			✓	✓	✓	✓	✓	✓	✓
Pacelli			✓*			✓	✓	✓	✓	✓	✓	✓
Zygmunta			✓*			✓	✓	✓	✓	✓	✓	✓
Assisi			✓*			✓	✓	✓	✓	✓	✓	✓
Siena			✓*			✓	✓	✓	✓	✓	✓	✓

- **Holleran Hall (Sophomores)**
- **CollegeTowne (Sophomores / Juniors / Seniors / Graduate Students)**
- **Judge Hall (Sophomores / Juniors / Seniors)**
- **Zygmunta, Pacelli and Ehlerman Hall (Juniors / Seniors / Graduate Students)**
- **Assisi and Siena Halls (Juniors and Seniors)**
- **Anthony Hall (First year / Sophomores)** *Anthony Hall is only made available for selection during Lottery Week at the discretion of the Office of Residence Life if all remaining sophomore and upper-class spaces are taken.

MEAL PLAN OPTIONS & PRICES (per academic year)

All resident students must have a meal plan. Options may vary depending on which building you choose to live in. **Pay close attention to the lowest meal plan option for the building in which you would like to live in.**

Meal Plan Options by Residence Hall

2024-25	19 Meals/week plus \$100 bonus dollars	14 Meals/week plus \$250 bonus dollars	190 Meals plus \$125 bonus dollars	150 Meals plus \$200 bonus dollars	110 Meals plus \$200 bonus dollars	75 Meals plus \$50 bonus dollars	75 Meals plus \$200 bonus dollars	75 Meals plus \$500 Vern Bucks
<i>Cost per Year</i>	\$8,220	\$7,960	\$7,670	\$6,900	\$6,340	\$4,150	\$4,400	\$5,500
<i>Cost per Semester</i>	\$4,110	\$3,980	\$3,835	\$3,450	\$3,170	\$2,075	\$2,200	\$2,750
Veronica Hall	✓	✓						
Clare Hall	✓	✓						
Francis Hall	✓	✓						
Anthony Hall	✓	✓						
Holleran Hall	✓	✓	✓	✓	✓			
Judge Hall	✓	✓	✓	✓	✓			
Assisi Hall	✓	✓	✓	✓	✓			
Siena Hall	✓	✓	✓	✓	✓			
Zygmunta Hall	✓	✓	✓	✓	✓	✓	✓	
Ehlerman Hall	✓	✓	✓	✓	✓	✓	✓	
Pacelli Hall	✓	✓	✓	✓	✓	✓	✓	
CollegeTowne								✓

GRADUATING IN MAY?

If you are graduating in May (congrats!), please complete the **Petition to Commute Form** in the ARC Portal **by April 5, 2024, and select "Graduating" and provide your intended graduation date.**

PLANNING TO LIVE OFF-CAMPUS OR COMMUTE IN 2024-25?

If you are considering being an Off Campus or Commuter Student for the 2024-2025 academic year, you must complete the **Petition to Commute Form** in the ARC Portal **by April 5, 2024. Details about the petition to commuter, including eligible reasons, can be found by previewing the Petition in the ARC portal, or in the [Housing Policies section of the Residence Life website.](#)**

- Completing a petition does not guarantee approval to live off campus.
- Students must meet the requirements to receive approval.
- Students must discuss these plans with Student Financial Services, before they submit a Petition to Commute since a change in housing status will likely impact a student's financial aid package.

NOT RETURNING TO ALVERNIA

If you are not returning to Alvernia in the fall and need to withdraw from the university, please contact Student Financial Services. IF you decide to withdraw after the lottery has taken place, please notify our office so we can release your housing space and remove your housing and meal charges.

We understand that this document is a lot! If you have any questions, please email us reslife@alvernia.edu. This is the quickest way to receive a response.