
These are instructions for Incoming First-Year, Incoming Transfer, and Incoming Graduate Students who wish to apply for Housing

- The New Student Housing Application will open on Wednesday April 3, 2024.

NEXT STEPS:

I want to live on campus for the 2024-25 academic year!

If you haven't already done so, please follow these step-by-step instructions to begin the Housing Application process.

Before you continue, you must first ensure you have accessed your Alvernia email and reset your password. If you have not yet done that, go to the Login page for Office 365.

- Use the login information that you have been provided by Admissions on the Alvernia Student Logins Sheet. You will be prompted to re-set your password upon first login.

Alvernia Student Logins

Academic Term: Fall 2024 Print Date: 02/13/2024

Name: [REDACTED]
Student Id: [REDACTED] Student Email: [REDACTED]@alvernia.edu
Advisor: [REDACTED] Advisor Email: [REDACTED]

Welcome to Alvernia University!

To access any of our University IT Systems, you must first log in and change your passwords in BOTH systems below. If this initial first step is not completed, you will not be successful in logging into any of our systems. Each login controls access to different systems listed below. You will be prompted to change passwords when you log in to both systems. Passwords should include a combination of letters, numbers, and symbols and be at least 12 characters long.

Account	Username	Initial Password	Link
Office365/email	[REDACTED]	[REDACTED]	https://login.microsoftonline.com/
Self-Service: Schedules, Billing Statements, Financial Aid, etc.	[REDACTED]	[REDACTED]	https://selfservice.alvernia.edu/SELFSERV/Home

Once you have assured that your Alvernia email is ready, proceed as follows:

STEP ONE: Pay your \$250 Housing Deposit either online by logging into [Self-Service](#) or by mailing a check or money order made payable to Alvernia University.

- If paying on [Self-Service](#), sign into [Self-Service](#) then click Finances/Payment Portal.
- If paying by check or money order, please mail to: Alvernia University ATTN: Office of Student Financial Services 400 St. Bernardine Street Reading, PA 19607. Also, include a note that specifies what the money is to be applied to such as student ID and name.

Once you have paid your \$250 housing deposit, proceed to step two:

STEP TWO: Apply for housing.

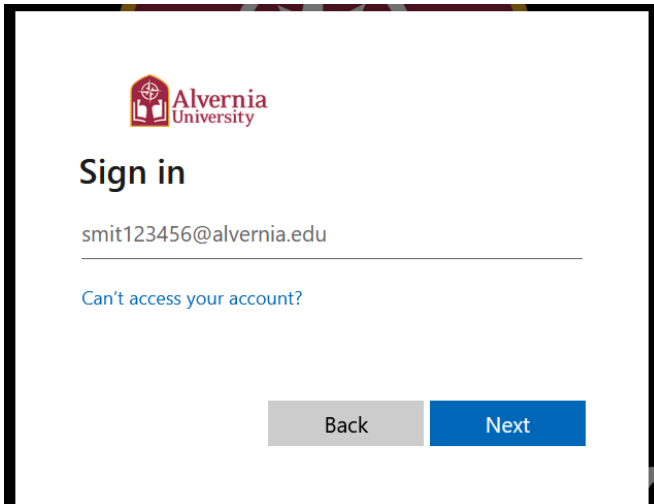
1. Click on ARC (Alvernia Residential Communities Portal) <https://alvernia.erezlife.com>


ARC: Alvernia Residential Communities Portal



Login |

2. You will be redirected to our Alvernia University login page to enter your login credentials.



 Alvernia University

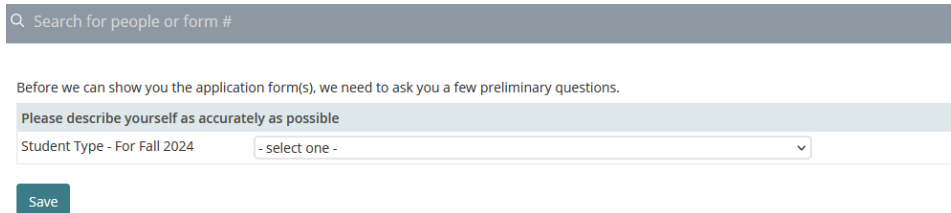
Sign in

smit123456@alvernia.edu

[Can't access your account?](#)

Back Next

3. Once you are logged into ARC, proceed as follows:



Search for people or form #

Before we can show you the application form(s), we need to ask you a few preliminary questions.

Please describe yourself as accurately as possible

Student Type - For Fall 2024 - select one -

Save

- Click HOUSING OVERVIEW, then choose a STUDENT TYPE – For Fall 2024 that begins with “New” that best aligns with your specific situation:

Before we can show you the application form(s), we need to ask you a few preliminary questions.

Please describe yourself as accurately as possible

Student Type - For Fall 2024 - select one -

- select one -
- Current AU Commuter
- Current AU Resident (currently living on campus)
- New First Year Student (this is your first time living in a Residence Hall)**
- New Incoming Graduate Student
- New Transfer Student (you are NEW to AU, but lived on campus at another institution)

- Complete the Fall 2024 Application (For 2024-25 Full Academic Year) by clicking the green “APPLY NOW” button:

Application forms

Start your residence application by clicking the “Apply now” button for the application you are interested in.

Name	Deadline	Status
Fall 2024 (For 2024-25 Full Academic Year)	Jun 1, 2024	<input type="button" value="Apply now"/>

- Proceed through the application and answer all questions.
- On the last page of the application, you will find several boxes to check. One box has your housing contract attached (terms & conditions file) – please read these terms and conditions. The other box indicates that you have been truthful when answering all the questions.
- Once you have checked both boxes, please click “submit application”

Please review your application details before proceeding.

Your application overview:

- You are applying for Fall 2024 (For 2024-25 Full Academic Year) residence

To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements.

I have opened, read, understood, and agree to the enclosed terms & conditions file

I declare all information I have disclosed throughout this application process is correct

Please note that schools may use application submission dates to prioritize residence assignments. Any further changes to your application after this point will change the submission date of your application. Updates to your contact information, residence preference, or roommate selection will not change your initial submission date. Updates to your application form, however, will change your initial application submission date.

ROOMMATES!

Now that I have completed my housing application, on my homepage I have the ability to complete a roommate group (if I know who I'd like to live with), and/or create a roommate profile so I can search for potential roommates. Please note that opportunities for roommate groups are limited to only those in your specific cohort – so incoming students can only create roommate groups with other incoming students. The Office of Residence Life will do our best to accommodate roommate requests but cannot make a promise. **Roommate groups are only eligible to be used for NEW INCOMING STUDENTS.** Please request a current resident roommate via the roommate request form within our application.

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. You can only select students who have a completed housing application in ARC, so 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 for example first year's can only live with other first-years.)
6. Tell your friends to login to their ARC page and accept the group that you have created.

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, or you can find this under "recommended actions."
3. Follow the instructions to turn on your profile and share some information about yourself. Enter as little or as much information that you are comfortable with.
4. Decide how you want to share the information.














Let us know what information you'd like to share from your housing application.

Field	All applicants	My contacts	Private
Last Name	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
First Name	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Email	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Gender	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Upcoming Credits	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
ClassLevel	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Middle name	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

5. Share how you would like others to contact you *please note you determine what contact information you disclose, AU does not provide that for students.

How would you like your contacts to communicate with you?

This system does not provide a way for you to communicate with your contacts. We'll leave that to social media and email. To help facilitate communication, let us know your preferred methods. These will only be viewable by your approved contacts.

 Phone or text	<input type="text"/>
 Email	<input type="text"/>
 Facebook	<input type="text"/>
 X	<input type="text"/>
 Tumblr	<input type="text"/>
 Pinterest	<input type="text"/>
 Instagram	<input type="text"/>
 Other	<input type="text"/>
 TikTok	<input type="text"/>
 WeChat	<input type="text"/>
 YouTube	<input type="text"/>
 Snapchat	<input type="text"/>
 WhatsApp	<input type="text"/>

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

When Will I Find Out My Housing Assignment?

All assignments will be sent out via Alvernia email to those who have paid a housing deposit and completed the housing application by June 1, 2024 around July 15.