

Hello Golden Wolf,

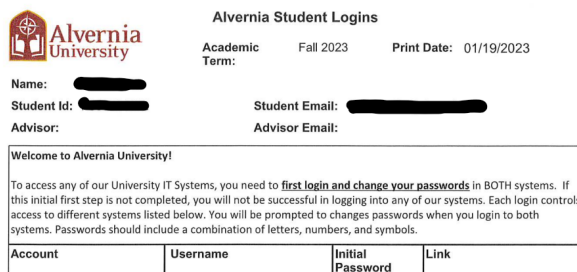
- We are excited to have you as part of the Alvernia family! This email contains a lot of information so please take your time and read through it.

I want to live on campus for the Spring 2024 Semester (2023-24 academic year)!

- Step by step instructions to complete the online Housing Application.

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 University

Alvernia Student Logins

Academic Term: Fall 2023 Print Date: 01/19/2023

Name: [REDACTED]
Student Id: [REDACTED] Student Email: [REDACTED]
Advisor: [REDACTED] Advisor Email: [REDACTED]

Welcome to Alvernia University!

To access any of our University IT Systems, you need to **first login and change your passwords** in BOTH systems. 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 login to both systems. Passwords should include a combination of letters, numbers, and symbols.

Account	Username	Initial Password	Link
---------	----------	------------------	------

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

Pay your \$250 Housing Deposit either online by logging in to [MyAlvernia](#) or by mailing a check or money order made payable to Alvernia University.

- If paying on [MyAlvernia](#), sign into [myAlvernia](#) then click Finances/Student Accounts and Pay.
- 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.

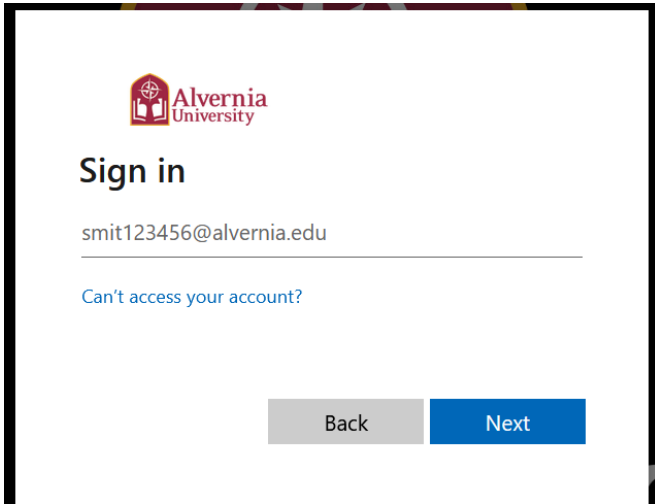
Once you have paid your \$250 housing deposit, proceed as follows:

1. Go to the Alvernia logins page <https://www.alvernia.edu/logins>
2. Log in to [ARC](#) which can be found on the login page of the Alvernia Website.
 - a. 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).
3. Click on ARC (Alvernia Residential Communities Portal) <https://alvernia.erezlife.com>

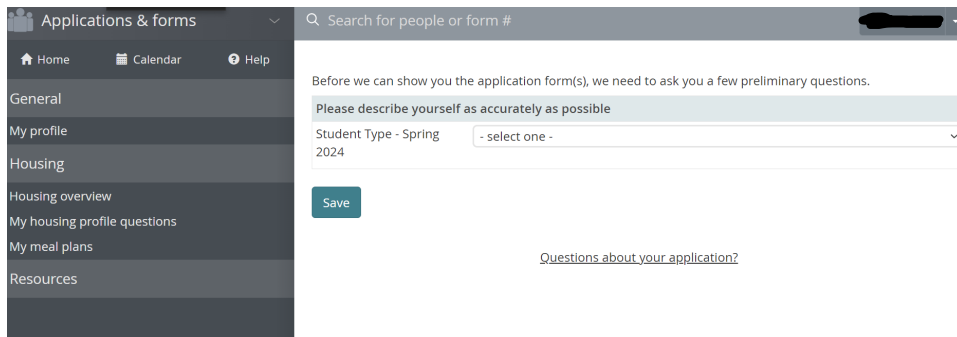
ARC: Alvernia Residential Communities Portal

[Login](#) | [Instructions for Housing Sign Up For New Students 2023-24](#)

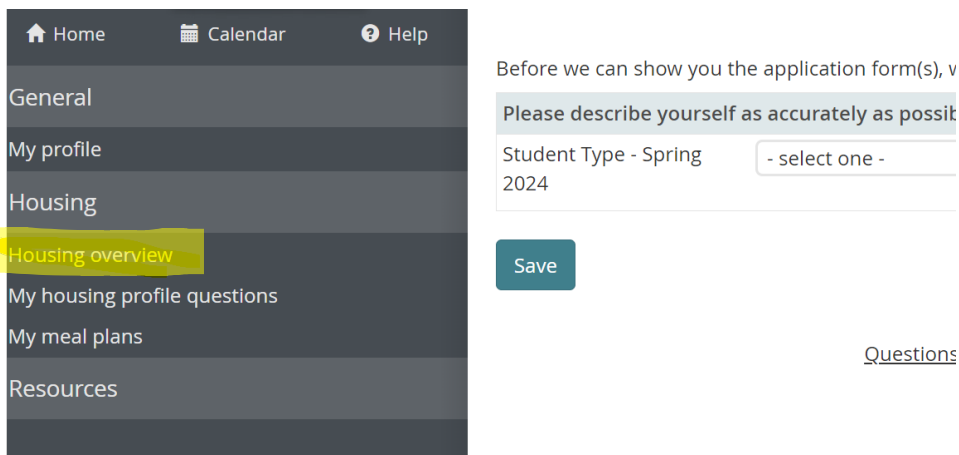
4. You will be redirected to our Alvernia University login page to enter your login credentials.



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



6. Click HOUSING OVERVIEW, then click STUDENT TYPE-SPRING:



7. Choose the option that best describes you:

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 - Spring 2024

- select one -

- select one -

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

Save

8. Complete the Spring 2024 Application (For 2023-24 Full Academic Year)
9. On the right-hand side click the green application box.

Application forms

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

Name	Deadline	Status
Spring 2024	Oct 4, 2023 (Oct 20, 2023)	Apply now

10. Proceed through the application and answer all the questions.
11. 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 boxes indicate that you have been truthful when answering all the questions.
12. Once you have checked both boxes, please click "submit application"

Please review your application details before proceeding.

Your application overview:

- You are applying for Spring 2024 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

Submit application

[You may reference this link for more detailed information.](#)

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 in the spring semester. 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"/>	
First Name	<input type="radio"/>	<input checked="" 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"/>	

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"/>
 Twitter	<input type="text"/>
 Pinterest	<input type="text"/>
 Instagram	<input type="text"/>
 Other	<input type="text"/>
 Tumblr	<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 roughly one week before the start of the spring semester for those who completed the housing application and paid their housing deposit by December 15.

Transfer students may have different housing options based on age and amount of time at another institution.