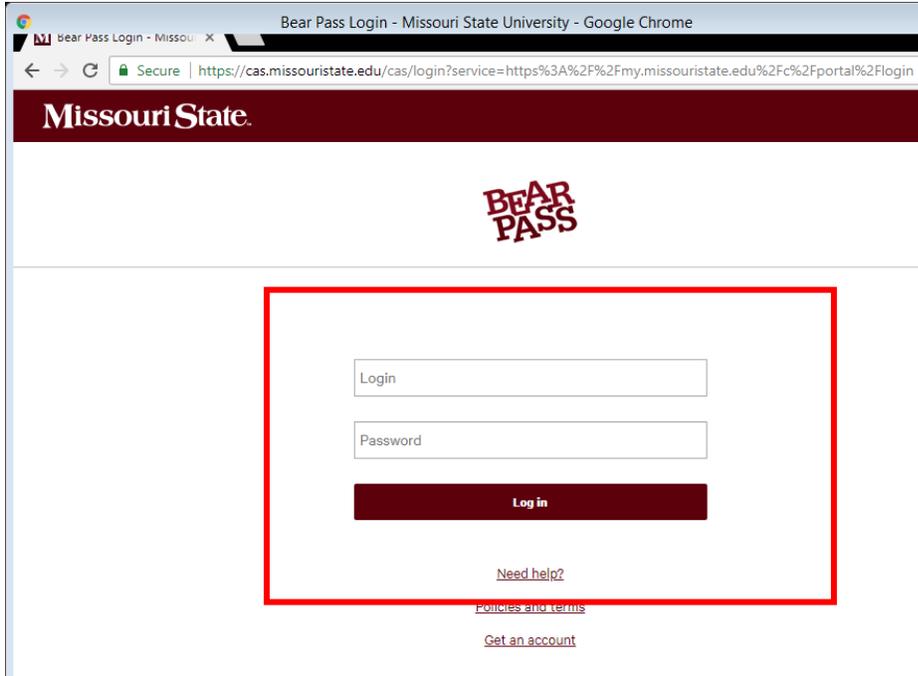
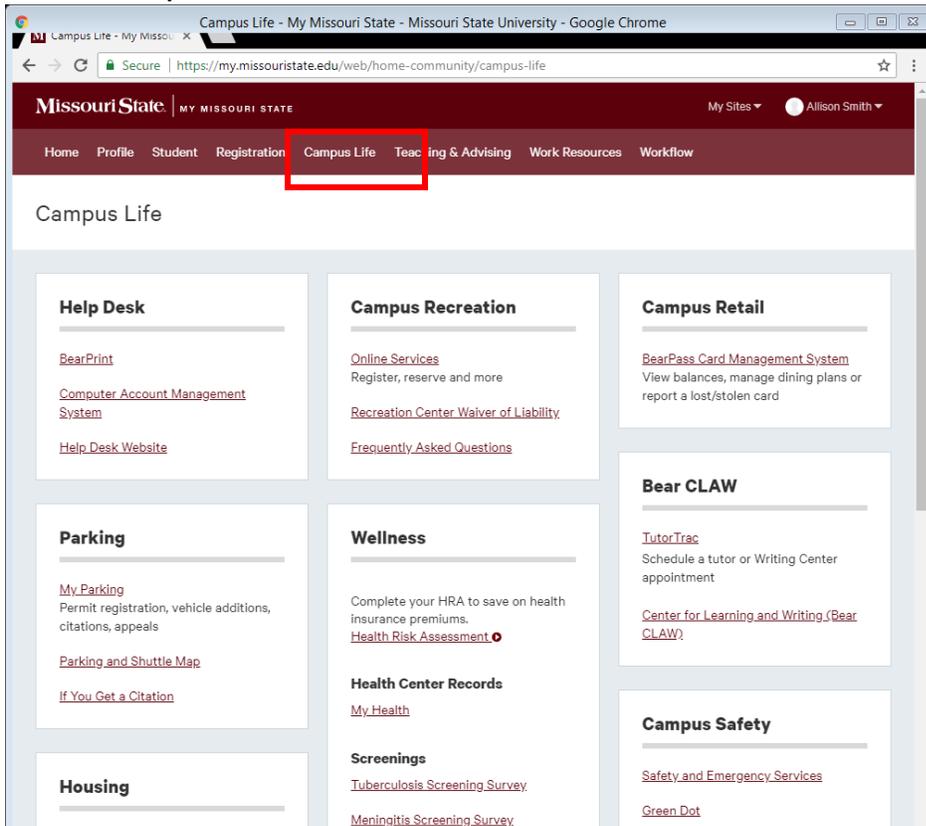


# Step-by-Step Instructions to complete a Housing Reapplication

## 1. Log into My.MissouriState.edu

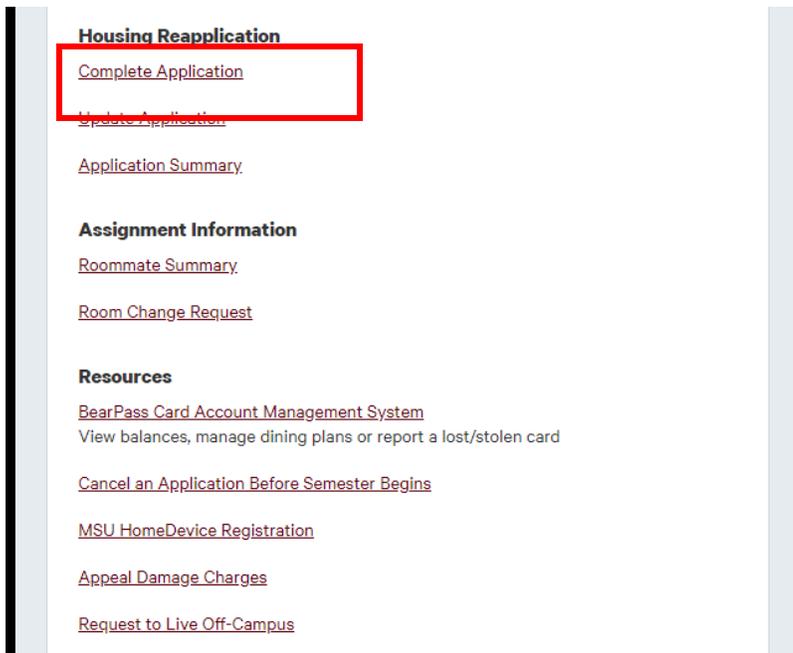


## 2. Select the Campus Life



## Step-by-Step Instructions to complete a Housing Reapplication

3. In the **Housing** section under **Reapplication Steps** select “**Complete Application**”



The screenshot shows a vertical menu with several sections. The first section is titled "Housing Reapplication" in bold. Under this section, the link "Complete Application" is highlighted with a red rectangular box. Below it is the link "Update Application". The second section is titled "Assignment Information" in bold, with links for "Roommate Summary" and "Room Change Request". The third section is titled "Resources" in bold, with links for "BearPass Card Account Management System" (with a subtext "View balances, manage dining plans or report a lost/stolen card"), "Cancel an Application Before Semester Begins", "MSU HomeDevice Registration", "Appeal Damage Charges", and "Request to Live Off-Campus".

**Housing Reapplication**

[Complete Application](#)

[Update Application](#)

[Application Summary](#)

**Assignment Information**

[Roommate Summary](#)

[Room Change Request](#)

**Resources**

[BearPass Card Account Management System](#)  
View balances, manage dining plans or report a lost/stolen card

[Cancel an Application Before Semester Begins](#)

[MSU HomeDevice Registration](#)

[Appeal Damage Charges](#)

[Request to Live Off-Campus](#)

## Step-by-Step Instructions to complete a Housing Reapplication

4. Select “Complete My Housing Application for the 2022-2023 Academic Year”



2022-2023 Academic Year

**Complete My 2022-2023 Housing Application**

[CLICK HERE](#)

*For students who currently live in on-campus housing and would like to return for the 2022-23 Academic Year.*

Update Application Preferences

[CLICK HERE](#)

Roommate Group

[CLICK HERE](#)

Select My Room for the 2022-2023 Academic Year

### Select My Room

Select your room within a residence hall for the 2022-2023 Academic Year.

Select My Room in a Residence Hall

[CLICK HERE](#)

Select My Room on a Living-Learning Community

[CLICK HERE](#)

Select My 2-Person Private Room

[CLICK HERE](#)

Select My Room in The New Residence Hall

[CLICK HERE](#)

Change My Assignment for the 2022-2023 Academic Year

**Change My Room**

[CLICK HERE](#)

View other available spaces through July 15<sup>th</sup>.

## Step-by-Step Instructions to complete a Housing Reapplication

5. Welcome to the 2022-2023 Housing application, to proceed to the next page select “Next Step”

### Missouri State University - Housing Reapplication

Janis,

Here are some of the many benefits of living on campus.

**On-campus housing is the right choice. You have the advantage of being close to classes, the library, recreational facilities and the student organizations and events that make campus life rewarding.**

**In addition, on-campus students consistently perform academically better than their off-campus peers.**

**LIVE LIKE A BEAR.**



**Achieve More**  
Students living on campus achieve higher GPAs, on average, and are more likely to graduate.

**Sleep In**  
On-campus students love being only a few minutes walk away from their classes and events.

**Convenience**  
Save time with our on-campus dining, free laundry, fully-furnished rooms, free printing and many other amenities.

**Zero Commuting**  
Enjoy quick and easy access to everything our campus has to offer without the daily headache of traffic and parking.

**No Money Down**  
You have already paid the \$100 housing deposit, and it will carry over when reapplying.

**Make it Yours**  
With ten buildings and multiple meal plan packages, we offer options at many price points.



## Step-by-Step Instructions to complete a Housing Reapplication

- To proceed to the next page select "Next Step"

# REAPPLY NOW FOR 2022-2023 SCHOOL YEAR HOUSING

Follow the process below based on where you would like to live for the 2022-2023 Academic Year.

### Residence Halls (including the New Residence Hall) -and- LLCs

#### Step 1 - Apply

#### Step 2- Select A Room

Current residents select their room in the residence halls or on a Living-learning community.

### Apartments

#### Step 1 - Apply

#### Step 2- Wait for assignment e-mail or more information

*Current apartment residents are guaranteed an apartment space if they apply by January 31, 2022.*

#### Step 3- Select A Room (encouraged for those not currently living in the apartments)

Current residence hall students applying for the apartments are encouraged to secure a residence hall space - this will not effect your chances for apartments.

---

We're here for you.

If you should have any questions during this process, please e-mail us at [residencelife@missouristate.edu](mailto:residencelife@missouristate.edu) or call our office at 800-284-7535.

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**Let's Get Started, Click NEXT to begin.**



## Step-by-Step Instructions to complete a Housing Reapplication

- Please review the Resident Profile information below for accuracy. If you discover an error, please contact the Office of Admissions at 800-492-7900 or [info@missouristate.edu](mailto:info@missouristate.edu).

To request a roommate you will need to enter your cell phone number. Please enter the phone number with dashes XXX-XXX-XXXX. This formatting is necessary in finding your roommate request later on and for people to find you.

Please make sure the **cell phone number** field has the phone number you use.

### Student Profile

Please review the information below for accuracy.

If you discover an error, please contact the Office of Admissions at 800-492-7900 or [info@missouristate.edu](mailto:info@missouristate.edu).

First Name: <input type="text" value="Tiffany"/>	<small>The University recognizes that any student, faculty or staff may choose to be identified within the University Community with a chosen name that differs from the individual's legal name. Students can provide their chosen first and middle names in the Profile tab of <a href="#">My Missouri State</a>. Additional information is available on the <a href="#">Student Information page</a>.</small>
Middle Name: <input type="text" value="A"/>	
Last Name: <input type="text" value="Tester"/>	
Legal First Name: <input type="text"/>	
Address1: <input type="text" value="test Subject"/>	Legal Middle Name: <input type="text"/>
Address1b: <input type="text"/>	
City: <input type="text" value="No Mailing"/>	<small>If you chose "Show" on the next page, your future roommate and if applicable future suitemates may call you at the phone numbers listed below.</small>
State: <input type="text" value="Missouri"/>	Phone: <input type="text"/>
Zip Code: <input type="text"/>	<b>Please make sure the cell phone number field has the phone number you use.</b>
Campus Email: <input type="text"/>	Cell Phone: <input type="text"/>
Personal Email: <input type="text"/>	<small>For phone numbers longer than 10 digits, please enter only the last 10 digits as the purpose is for roommate matching not for calling.</small>
Parent Email: <input type="text"/>	
<input type="text"/>	
<input type="text" value="Female"/>	

#### Emergency Contact Information

First Name: <input type="text"/>	Cell Phone: <input type="text"/>
Last Name: <input type="text"/>	Ph-Home: <input type="text"/>
	Relation: <input type="text"/>

#### Gender Inclusive Housing

Gender inclusive housing is to assist residents wishing to reside in university housing where the gender of the roommates, suitemates, and/or floormates is not taken into consideration when the housing is assigned through the Department's assignment process.

Gender-Inclusive Housing is intended to support all residents and is available to any LGBTQ+ resident who feels they would be more comfortable in a gender inclusive room / suite, as well as to any resident who believes they could provide a welcoming and inclusive space for another resident based on that resident's gender identity.

Read more on [Gender-Inclusive Housing](#) on our website.

By checking the following box, I am interested in Gender Inclusive Housing and want to be able to select into this housing option.

## Step-by-Step Instructions to complete a Housing Reapplication

8. Customize **what information your future roommate and if applicable future suitemates can see about you** in their roommate summary. To proceed to the next page select “Next Step”

### Student Contact Information

What information do you want your future roommate and if applicable future suitemates to see about you in their roommate summary?

You may show others my name:

 \* ?

You may show others my address:

 \* ?

You may show others my email address:

 \* ?

You may show others my phone number:

 \* ?

You may allow potential roommate/suitemates to view how I answer the matching questions:

 \* ?

- If you choose **Show**, your information will be displayed to your future roommate and if applicable suitemates.
- If you choose **Don't Show**, your information will not be displayed to your future roommate and if applicable suitemates.
- **No Preference** will be treated the same as Show.

Press the ? to receive information about each item.



## Step-by-Step Instructions to complete a Housing Reapplication

- Review information about a variety of Living-Learning communities offered on campus. To proceed to the next page select "Next Step"

### Living-Learning Communities



#### WHAT IS AN LLC?

Living-learning communities (LLCs) provide opportunities for you to meet students with similar goals and interests, develop new skills and enhance your experience as a college student. Missouri State University offers fifteen LLCs where students in the specified community live together on a residence hall floor. There are events and activities planned for the members of the LLC catering to the theme of that community.

#### WHY RETURN TO AN LLC?

We know that academic success is important to you. Your academic success is important to us. 86% of LLC students said that living in an LLC helped them be more academically successful. As a member of an LLC, you'll also enjoy:

- Access to exclusive events
- Opportunities for community service
- Connection with faculty, staff, and the Springfield Community

#### WE'RE HERE FOR YOU

If you are unsure or uncertain about the LLC for you, please contact the Living-Learning Community office at 417-836-3234 or [LiveLearn@MissouriState.edu](mailto:LiveLearn@MissouriState.edu).

We are happy to visit with you and find the right community for you.



Next Step

## Step-by-Step Instructions to complete a Housing Reapplication

Review individual living-learning community descriptions and locations.  
To proceed to the next page select "Next Step"

# Communities

COMMUNITY	COMMUNITY DESCRIPTION	BUILDING LOCATION(S)
<p><b>Agriculture</b></p> 	<p>Whether you grew up on a farm or in the middle of a huge city, this community is for you. This LLC is supported by the Darr College of Agriculture and is perfect for students who have a passion for all areas of agriculture. From soil to plants to the animals that eat them, Agriculture Bears will have an opportunity to get hands-on experience with everything from wildlife conservation to business and even communication.</p> <p><i>This LLC is offered to students with a declared major or minor in the Darr College of Agriculture.</i></p>	<p>Wells</p>
<p><b>BearRacks</b></p> 	<p>Loyalty. Duty. Respect. Selfless service. Honor. Integrity. Personal Courage. Students will develop their leadership skills while living with others who are learning what it means to serve. Members of BearRacks will live, take classes, and serve with other student leaders involved with the Military Science department and the Bear Battalion (Missouri State University's ROTC). Join BearRacks to explore your interest in military service or a military science minor without committing to military service.</p> <p><i>This LLC is offered to students who are involved in Missouri State's Military Science or Army ROTC programs.</i></p> <p><b>***Enrollment of Military Science 101 Course is required. The course is available for all majors.***</b></p>	<p>Freddy</p>
<p><b>Bears Business</b></p> 	<p>This LLC is supported by the College of Business and is ideal for students interested in business and leadership opportunities. Students have the opportunity to participate in social and educational programs related to academics, professional development, and personal growth. Students in this LLC will be connected with internship and co-curricular opportunities as well as tours to local businesses and service to the community.</p> <p><i>This LLC is offered to students with a declared major in the College of Business.</i></p>	<p>The New Residence Hall</p>

## Step-by-Step Instructions to complete a Housing Reapplication

If you are not interested in the a Living-Learning Community:

- Leave the drop downs blank and proceed to the next step

If you are interested in a Living-Learning Community:

- select up to 5 choices for a LLC you are interested in, your first choice should be the community you would prefer the most then to proceed to the next page select “Next Step”

### Living-Learning Community Preferences

If you are interested in selecting a room in a living-learning community:

Please select up to 5 choices for a LLC you are interested in, you will be able to select a space in ANY community (except First-Year Bears) as long as you meet eligibility requirements and space permits.

If you are not interested in a living-learning community, please proceed to the next step.



What is your first choice for a Living-Learning Community?

What is your second choice for a Living-Learning Community?

What is your third choice for a Living-Learning Community?

What is your fourth choice for a Living-Learning Community?

What is your fifth choice for a Living-Learning Community?

By checking the following box, I plan to study secondary education and would like to be part of Future Educators LLC.

#### WE'RE HERE FOR YOU.

If you are unsure or uncertain about the LLC for you, please contact the Living-Learning Community office at 417-836-3234 or [LiveLearn@MissouriState.edu](mailto:LiveLearn@MissouriState.edu).

We are happy to visit with you and find the right community for you.

*Please note: There are limited spaces in each community.*



## Step-by-Step Instructions to complete a Housing Reapplication

10. Next, you will indicate your desire for different living preference in terms of community, then to proceed to the next page select “Next Step”

### Living Preferences

#### Private Rooms

Students can preference a 2-person room as a private room in Blair-Shannon, Freddy, Hammons, Hutchens, Scholars, The New Residence Hall, Wells or Woods.

By checking the following box, I understand that if I preference any 2-person private rooms that I am agreeing to the following:  Private Room Agreement

- The second set of furniture will remain in the room and is available for me to use.
- The cost of a 2-person room as a private room is 1.5 times the typical 2-person room rate and will be billed to my University account.
- I understand that I will retain the room privately for the entire 2022-2023 academic year.

#### Pet-friendly Housing

We may have the opportunity to offer pet-friendly housing for the 2022-2023 Academic Year. By checking the following box you will indicate your interest in receiving more information when it is available:

I am interested in pet-friendly housing and would like to be contacted when more information is available.

#### Interested in Apartment Living?

**Residence Hall Select A Room is available before Apartment Assignments.**

The following box will allow you to select a Residence Hall space and still be eligible for an apartment assignment when the process takes place in February.

\*\*By selecting the following box, if I have already selected a residence hall room, I would like to be reassigned to an apartment space within my building preferences.\*\*

By selecting the following box, I am comfortable with a member of a different gender living in my apartment?



## Step-by-Step Instructions to complete a Housing Reapplication

11. Rank the order of your building preferences and room type. You must list at least twelve (12) DIFFERENT choices then to proceed to the next page select "Next Step"

### Building and Room Preferences

Please rank the order of your preference in buildings and room type.

You must list at least 12 (twelve) DIFFERENT choices. These preferences will be used if you do not Select A Room at the end of this application process.



### Room Preferences

Type	Preference	Room Type
------	------------	-----------



## Step-by-Step Instructions to complete a Housing Reapplication

12. Answer a series of roommate matching questions. Be sure to answer these questions honestly in order for us to match you with the best roommate. If your preferences change, you will be able to update this information after submitting your application. To proceed to the next page select “Next Step”.

### Roommate Matching Questionnaire

These questions are used to match you with your potential roommate. These questions are required by all applicants as your roommate situation may change before you actually start the semester.

You will be able to create a **roommate group** after you have submitted your housing application.



Be sure to answer these questions honestly in order for us to match you with the best roommate. If your preferences change, you will be able to update this information after submitting your housing application.

#### Roommate Matching Preferences

#	Description	Preference
1	I prefer to wake up before 9 a.m. Mon-Fri	<input type="radio"/> No <input checked="" type="radio"/> Yes
2	I prefer to go to sleep by midnight Sun-Thurs	<input type="radio"/> No <input checked="" type="radio"/> Yes
3	I prefer the room to be dark to sleep	<input checked="" type="radio"/> No <input type="radio"/> Yes
4	I prefer quiet surroundings while I sleep	<input checked="" type="radio"/> No <input type="radio"/> Yes
5	I prefer falling asleep with a TV/tablet/phone on	<input checked="" type="radio"/> No <input type="radio"/> Yes
6	I consider myself social/outgoing/extroverted	<input checked="" type="radio"/> No <input type="radio"/> Yes
7	I prefer a social/outgoing/extroverted roommate	<input type="radio"/> No <input checked="" type="radio"/> Yes
8	I prefer a roommate who does not drink alcohol	<input type="radio"/> No <input checked="" type="radio"/> Yes
9	I am ok with a roommate who identifies as LGBTQ+	<input checked="" type="radio"/> No <input type="radio"/> Yes
10	I plan to spend most/all weekends on campus	<input type="radio"/> No <input checked="" type="radio"/> Yes
11	I smoke	<input checked="" type="radio"/> No <input type="radio"/> Yes
12	I am willing to live with a smoker	<input type="radio"/> No <input checked="" type="radio"/> Yes
13	I keep my room clean and orderly at all times	<input checked="" type="radio"/> No <input type="radio"/> Yes
14	I expect to study in my room	<input type="radio"/> No <input checked="" type="radio"/> Yes
15	I am willing to live with an animal (service, emotional support, or pet)	<input checked="" type="radio"/> No <input type="radio"/> Yes
16	I am ok with daytime guests	<input type="radio"/> No <input checked="" type="radio"/> Yes
17	I am ok with evening guests	<input checked="" type="radio"/> No <input type="radio"/> Yes
18	I am ok with overnight guests	<input type="radio"/> No <input checked="" type="radio"/> Yes
19	I am ok with overnight guests of another gender	<input type="radio"/> No <input type="radio"/> Yes

Previous

Next Step

## Step-by-Step Instructions to complete a Housing Reapplication

13. Select the number of dining center meals that you want per week, then choose the amount of dollars in Dining Dollars that is right for you. After selecting meal plan preferences to proceed to the next page select “Next Step”

### DINING DETAILS

#### WE HAVE OPTIONS FOR YOU.

A package with a meal plan and Dining Dollars are required for all residents living on campus (with the exception of Sunvilla and Monroe apartments). All students must choose a meal plan and Dining Dollars when filling out a housing application.

*The most popular meal plan choices for residential students are the 14-meal plan and the \$165 Dining Dollars package.*

*Meal plans may only be decreased on or before the third week of the semester but can be increased at any time.*

#### MEAL PLAN OPTIONS

- Unlimited Meals per week
- 19 Meals per week
- 14 Meals per week
- 10 Meals per week

The meals-per-week portion of the plan resets every Monday and allows access to all three of our all-you-care-to-eat dining centers, Blair-Shannon, Garst, and The New Residence Hall.

#### DINING DOLLARS

	<u>You Pay</u>	<u>You Get</u>	<u>You Save</u>
• \$280		\$307	\$27
• \$215		\$236	\$17
• \$165		\$181	\$16

Dining Dollars are a dollar-for-dollar declining balance plan, similar to a debit account and are loaded onto the student's BearPass ID each semester. Each time a purchase is made, those dollars are subtracted from the balance.

#### Meal Plan & Dining Dollar Preferences

Please indicate your Dining Preferences below.

Meal Plans:	<input type="text"/>	⌵*
Dining Dollars:	<input type="text"/>	⌵* ⓘ

**NOTE:** You will receive both of these plans for the fall and spring semester unless you are assigned to Monroe or Sunvilla apartments.



## Step-by-Step Instructions to complete a Housing Reapplication

14. Answer the additional questions applicable to your housing application.

### Additional Questions

Please answer the questions below:

The most important item on my housing application is the following:

---

What is your T-shirt size?:

Please check the box to the right if you are interested in joining your building's Hall Council. Hall Council is similar to STUCO in high school.

---

If you anticipate barriers and would like to request an environmental or course adaptation, you may do so by [contacting the Disability Resource Center](#). You can also fill out the Disability Resource Center's online [Request for Accommodations form](#).

By checking the following box, I would like the Disability Resource Center to contact me.

 Previous  Next Step

15. No need to pay your housing deposit again, click "Next Step" to proceed.

### Pay My Deposit

---

**No Money Down**

*You have already paid the \$100 housing deposit, and it will carry over to future applications when you reapply.*

---

You're almost done, now let's **sign your Terms & Conditions**.

 Cancel  Next Step

## Step-by-Step Instructions to complete a Housing Reapplication

16. Read the terms and conditions of the 2021-22 Housing contract, to proceed to the next page, you must select “I Agree” to the terms and conditions of this contract.

*A co-signature is required for all applicants under the age of 18 (at the time of starting the housing application). **Please make sure to update the co-signature e-mail to your parent or guardian's e-mail address** otherwise it will default to your Missouri State student e-mail account.*

### Terms & Conditions

*A co-signature is required for all applicants under the age of 18 (at the time of starting the housing application). **Please make sure to update the co-signature e-mail to your parent or guardian's e-mail address** otherwise it will default to your Missouri State student e-mail account.*

#### Contract

The screenshot shows a document viewer displaying the "TERMS AND CONDITIONS OF THE 2021-2022 STUDENT HOUSING CONTRACT". The document includes sections for Definitions, Academic Year, Residence Hall, University Apartment, University Housing, Student, Missouri State, Term, Eligibility, and University Break Periods. The document is titled "1 / 3" and has navigation icons for back, forward, and search.

Email

Download

- I agree to the terms and conditions of the 2022-23 contract.
- I am at least 18 years old.

I Agree to the terms and conditions of this Contract.

Co-signature Email 1:

I Agree

Previous

## Step-by-Step Instructions to complete a Housing Reapplication

17. Now it's time to Select-A-Room in a Residence Hall.

### Housing Reapplication - Select A Room

Select My Room for the 2021-2022 Academic Year

#### Select My Room

Select your room within a residence hall for the 2022-23 Academic Year in one of the following options:

##### Select My Room in The New Residence Hall

Select a room in The New Residence Hall.

##### Select My Room on a Returner Eligible Floor

Select a room on a non-LLC returner eligible floor in a **residence hall** or **apartment**.

##### Select My Room on a Living-Learning Community

If you preference a LLC and meet eligibility criteria, you will be able to select-a-room in **any** LLC (except First-Year Bears).

##### Select My 2-Person Private Room

To see 2-person private room spaces, you must agree to the private room agreement on your housing application.

If you want to see these options, you can update your application below.

[CLICK HERE](#)

[CLICK HERE](#)

[CLICK HERE](#)

[CLICK HERE](#)