



May 22, 2020

SUBJECT: Room selection information and appointment time notification

Hi Bulldog,

As an Honors Program participant, we're pleased to offer you a limited opportunity to choose a space to live with other Honors Program participants in Myers Hall. During your appointment time listed below, you'll be able to log on and choose an available space in Myers Hall. These rooms are available on a first-come, first-served basis. Per your program's requirements, if you have a preferred roommate, you may be able to assign them to a room with you, space permitting. Your roommate **MUST** be an Honors Program participant.

Your appointment time to choose a space

Beginning at **(your specific appointment time)**, you will be able to log into The Dawg House and browse all available rooms in Myers Hall. Myers Hall will be your only option at this time. After selecting a room, you will be able to assign any members of your roommate group to available bed spaces. **Your appointment time ends at 10 a.m. on Friday, May 29.**

Note: If you prefer to live in another hall you should wait for an appointment time to choose a space. Appointments times are based on the date your registration fee was paid.

Instructions for selecting a room are below; you may also watch the [First Year Housing Room Selection Tutorial | UGA Housing](#) on YouTube as a step-by-step guide.

Instructions for selecting a space:

Finding a room

- Select "Register for Housing" in the menu bar
- Choose "Residence Halls 2020-2021"
- You should be taken to a page titled "Select a Room"
- Start by searching the list of the available spaces.
- You can narrow it down by building, by the type of room or by the maximum number of residents allowed in a particular room.
- Click the "Search" button to see a list of rooms available.
- All open spaces are displayed on this site. If you do not see a particular building or room type, it means there are no remaining spaces of that type available.
- Floor plans for a selection of buildings are available in The Dawg House. You can view the floor plan by choosing "Floor Plans" at the top menu bar and downloading a PDF of available floor plans.

- Additionally, you can see room layouts for most buildings on our website at https://housing.uga.edu/site/housing_search_floorplans.

Selecting your room

- Once you find a space you like, click “Add to Cart.” This room/suite/apartment will remain in your cart for 10 minutes.
 - If you are the first in your group to select the space, you must add the adjoining suite or room in the same apartment to your cart in order to assign those beds other group members.
- Click “Save and Continue” to secure your space or it will be released back in to all open searchable rooms.
- You’ll be redirected to the Assign Beds page.
- Check the drop-down menu to assign beds for yourself and your roommate, if applicable.
- Once you have added everyone to a bed, click “Assign Beds”.
- On the confirmation page, double check the hall/room number and that you’ve pulled in the member of your roommate group (if applicable).
- When you are ready to move past the confirmation page, click “Save and Continue”.
 - Prior to clicking “Save and Continue,” you can go back to change your space(s); however, you will have lost all prior progress and will be starting the room selection process from the beginning.
 - After clicking “Save and Continue,” you will not be able to search for other spaces.
- Congratulations – you are now assigned!

Housing contract

University Housing will email contract information to your UGA email account within a week of your room selection. In order to complete your reservation, you must execute a contract for your reserved space by the deadline stated in the email. The housing contract is a legally binding document that confirms your housing assignment for the academic year. Failure to execute your contract may result in the cancellation of your housing reservation. If you wish to change your reservation, you must first execute your contract, then complete a room change request in The Dawg House.

If you have any questions, please reach out to us; we’re here to help!

University Housing
University of Georgia
Russell Hall
housing@uga.edu
706-542-1421

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