1. **Complete the Housing & Dining Application**
   - (1a) From UAOnline click on the Student Services Tab.
   - (1b) From the Student Services tab click on Housing, Dining, and Post Office, then click the UAF icon.
   - (1c) Click Applications and Forms. Complete the Housing & Dining Application.
   - (1d) Within 24-hours you will be sent an email confirming your housing & dining application.

2. **Make a Roommate Request on Self Service**
   - (2a) From Self Service make a roommate request.
   - (2b) Your roommate request may be approved or denied. If your request is denied, then you’ll be given the opportunity to submit a new request.
   - (2c) You may pull in or be pulled into a roommate group. Your roommate selection will be saved for your assigned lottery.

3. **Choose Your Room**
   - (3a) Same Room Lottery
     - The Sourdough Lottery allows you to keep your current room. You can also pull in your preferred roommate. You will receive an email confirmation within 24-hours of your room selection.
   - (3b) Buyout Lottery
     - The Buyout Lottery is only for those who answered ‘yes’ to question 31 on the housing application. You will receive an email confirmation within 24-hours of your room selection.
   - (3c) Same Hall Lottery
     - Same hall lottery allows you to choose a room in your current hall. You can also pull in your preferred roommate. You will receive an email confirmation within 24-hours of your room selection.
   - (3d) Class Standing Lottery
     - Your class standing is determined by your current credits earned. You can also pull in your preferred roommate. You will receive an email confirmation within 24-hours of your room selection.

4. **Choose Your Dining Meal Plan**
   - (4a) From Self Service click on your preferred Meal Plan.
   - (4b) If you do not select a meal plan, and your hall requires one, you will be auto assigned a plan.
   - (4c) Within 24-hours you will be sent an email confirming your meal plan selection.

**Please Note:** Meal plan selection may not be available until a later date. Please watch your email for more information.

---

**ONLINE ROOM SELECTION Flow Chart**

Update your preferred email address and telephone number on UAOnline or at the Registrar’s Office to ensure you receive information from the Department of Residence Life in a timely manner.

Click personal information on UAOnline then click manage your address, email and phone information link. Ensure your contact info is current!