The MyHousing Self-Service link can be found on the Residence Life website: reslife.bloomu.edu
Under the “MyHousing” tab, click on “MyHousing Self-Service”.
Sign into the Self-Service with your full Husky e-mail address and password.

*NOTE: You will not be able to sign in without the @huskies.bloomu.edu!
This is the MyHousing “Home” page.
In order to select a dining plan, housing, or a roommate, you must first fill out the "Agreement".
If you do not live on campus, you will have an agreement that says “Dining Only” agreement.

If you live on campus, you will have an agreement that says “Housing and Dining” agreement.
After you read through the Terms and Conditions, check the “I have read the above terms and conditions” box and sign your name.
Thank you for completing the Dining Only application at Bloomsburg University. You have completed the first step of the online dining plan process and confirmed that you agree to the terms and conditions of the application you completed.

Please click the Dining tab and select a Dining Plan. Visit http://reslife.bloomu.edu/mealplans.php for meal plan descriptions.

Be sure to check your Bloomsburg University email often. All official University correspondence will be communicated through your RU Live@BU email address. If you have problems with your email account, please visit http://www.bloomu.edu/technology/student/hot.

MyHousing is your personalized webpage that contains all of your housing and dining information while you are a Bloomsburg University student.

Thank you on behalf of the Bloomsburg University Residence Life Staff. We look forward to working with you during the upcoming academic year.

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After you complete your agreement, you will need to fill out your personal information.
To “Update Information”, select the right term, answer the questions, then click “Submit”.

Select a Term: Fall 2020

Information
Please select the correct term and submit your answers to the Personal Information questions.

All questions should be answered EVEN IF you are requesting a specific roommate. Your answers will be used to match you up with a roommate in the event your requested roommate cancels their housing.

Additional charges apply: Do you need 12-month housing?

21 interim housing is for students who need living accommodations over breaks (Thanksgiving, Winter or Spring). Students needing interim housing will be assigned to Elwell hall or JKA/MOA/MPA only. Additional charges apply. Do you need interim housing?

Select Term

No

Submit
To input your “Addresses & Emergency Contacts”, fill in your information and click “Save This Address/Contact”.

[Image of a form to input addresses and emergency contacts]

- Address Type: Primary (REQUIRED)
  - Street Address 1:
  - Street Address 2:
  - Street Address 3:
  - Street Address 4:
- City:
- State:
- Zip Code:
- Email Address:

[Form fields for contact details]

- Contact Name:
- Relationship: FATHER
- Street Address 1:
- Street Address 2:
- Street Address 3:
- Street Address 4:
- City:
- State: Select a State
- Zip Code:
- Home Phone Number:
- Work Phone Number:
- Mobile Phone Number:
- Email Address:

[Button to save the contact information]
To create your “Roommate Profile”, fill in the information and click “Update Roommate Profile”.

Profile Privacy:
Display my information and my profile

Contact Preference Type:
None

Contact Information:
username, email, etc.

My Profile:

Update Roommate Profile
To select a roommate/suitemate, select “Roommates/Suitemates”, select the correct term, and request an individual/individuals.

*NOTE: In order to select a roommate, both parties must have completed the Housing Agreement.

The student you request will have to sign in to their MyHousing and accept your request in order to match with you.
You do not have any roommate/suitelmate requests for this term.

Search the student you wish to request as a roommate and then click “Request This Student”.

Note: You do not need to fill in all fields.

Roommate Search allows you to search for a roommate using any of the fields. For example, you can use the "Sleeping Routine" field to specify that you go to bed after 11 p.m. and keep the room neat and tidy. The less specific you are, the more results your search will yield.

Search Fields

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
<td>stout</td>
</tr>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Gender</td>
<td>Female</td>
</tr>
<tr>
<td>08 Smoke</td>
<td>No</td>
</tr>
<tr>
<td>10 Sleeping Routine</td>
<td>Before 11</td>
</tr>
<tr>
<td>11 Personality Trait</td>
<td>In The Middle</td>
</tr>
<tr>
<td>12 Study Habits</td>
<td>Quiet</td>
</tr>
<tr>
<td>13 Sports Question</td>
<td>Yes</td>
</tr>
<tr>
<td>14 Musical Taste</td>
<td>Rock; Country;</td>
</tr>
<tr>
<td>15 Living Preference</td>
<td>(none)</td>
</tr>
<tr>
<td>16 Gender Inclusive Bathroom</td>
<td>No</td>
</tr>
<tr>
<td>20 Trans/Non Gndr Rmmt prefer</td>
<td>No</td>
</tr>
<tr>
<td>Contact Information</td>
<td>Personal Email:</td>
</tr>
<tr>
<td>Brief Profile</td>
<td>I keep my room very neat. No smokers!</td>
</tr>
</tbody>
</table>

Request This Student
Once you request a student, the other student will have to accept the request. Until then, it will say “You have an unmatched roommate group”.

You have an unmatched roommate group.

Unmatched Roommates:
- Stout has not requested Kayla
NOTE: New students are not eligible to select a room. Rooms are assigned by the Office of Residence Life.
To select a meal plan, go back to the “Home” page and click on the “Select/Change My Plan” option under the “Dining” tab.
Select the appropriate term and click “Submit”.

Information

- Fall 2020 meal plan selection is now open in MyHousing.
- The last day to cancel or lower a fall meal plan is Sunday, August 30, 2020.
- All students living in a residence hall on lower campus are required to have at least 10 meals per week meal plan.
- Off-campus and commuter students wanting to add a meal plan for the fall 2020 semester must first complete the FALL 2020-SPRING 2021 Dining Only Agreement in MyHousing before going to the dining tab and selecting a meal plan.
- All fall 2020 meals plans will be reassigned for spring 2021 and any unused flex will rollover.
- More information about meal plans can be found at http://reslife.bloom.edu/mealplans.php.
Dining for Fall 2020

**DINING PLANS**
You have no dining plans for this term.

Click “Select Dining Plan”

**DINING POINTS**
You have no dining point transactions for this term.

*SIDE NOTE: “Dining Points” refers to Flex Dollars*

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Information
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Select a meal plan, scroll to the bottom, and click "Submit"
Once complete, you will see this note.
After you select your dining plan, you may still have the option to change or cancel your plan.

Refer to the "Information" box for the deadlines to change or cancel your plan.
You will also be able to see your dining plan on the “Home” page.
YOU HAVE COMPLETED THE MYHOUSING SELF-SERVICE GUIDE!

For questions, please contact the Residence Life Office
Phone #: 800-287-7543
E-Mail Address: buhouse@bloomu.edu