

# TRANSFER STUDENT HOUSING APPLICATION

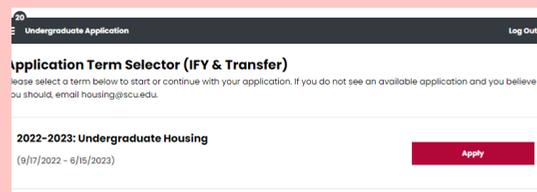
## HOW TO GUIDE

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Log into your housing portal via eCampus and click into the "Undergraduate Application"

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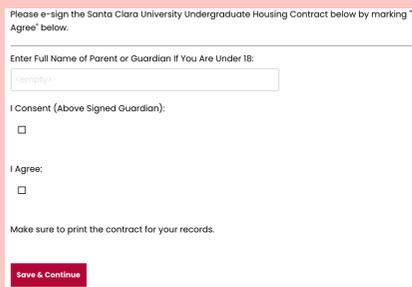
The application will populate for 2022-2023. Next, click "Apply".

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### Demographic Information

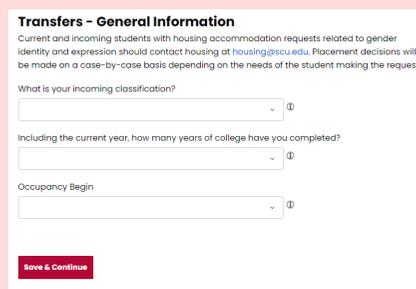
On the next page you will notice your information has auto populated from your initial university application. No need to edit information, simply continue to the next step.

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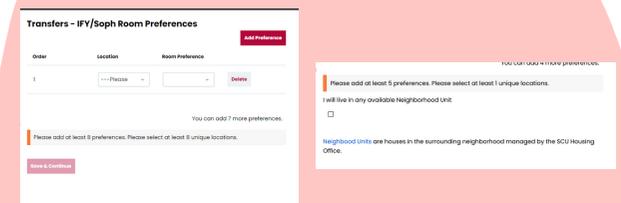
Read ALL of the housing contract, check off "I agree". Download a copy of the contract for your reference, then hit "save and continue"

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Complete all fields to the best of your ability. Our goal is to ensure we understand your incoming class year to assist with roommates and housing placements.

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Here you will add Location and Room type preferences. If you are coming in as an Incoming First Year or Sophomore you will select 8 preferences. If you are coming in as a Junior or Senior, you will select 5 preferences. Please note, you may notice options are limited for Jr/Sr classification, however if you are a Jr/ Sr and are open to living in a Neighborhood Unit, please check off the box.

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### Disability-Related Accommodations

The following two boxes are ONLY for students requesting disability-related housing accommodation(s); please leave blank if you do not have a disability-related housing accommodation(s) request.

All students requesting disability-related housing accommodations must register and submit their housing accommodation request to [Office of Accessible Education \(OAE\)](#) no later than April 1, 2022.

If you plan to, or are working with the Office of Accessible Education for a Residential Living Accommodation, please fill in the appropriate information. If not, you may simply continue to the next step.

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### Compatibility Questions

This is your Standard Profile. Answer the following questions by selecting the statement which is closest to your preference. If applicable, this information will be used for matching with potential roommate.

Next, please complete the compatibility questions. Please be sure to be honest with all responses as the system utilizes these to create roommate matches. While as a Transfer student you have the option to select a roommate if they are also a transfer student, please still answer all compatibility questions accurately.

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### IFY & Transfer Meal Plan Selection

Please select your 2022-2023 meal plan below. You have the option between the Basic plan and the Preferred plan. We suggest incoming first-years and transfers select the Basic plan, as you can always add more points if you run out but you will not be refunded for unused meal points. Note: \$100 meal points roll over from quarter to quarter but not year to year.

2022-2023: Undergraduate Housing  
Basic Meal Plan (\$2042/term)

Save & Continue

Select your meal plan. Please keep in mind that Transfer Student meal plan options will differ based on incoming class year, (ie. Incoming First Years/Sophomore may only select BASIC/PREF while Junior/Seniors may select from all 4 options) which you have filled out earlier in this application.

Please note: All students living on campus are required to have a meal plan.

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### Transfer Roommate Group (optional)

This page is optional. The majority of our incoming first-year and transfer students do not have a pre-determined roommate. We will use the answers to the compatibility questions to pair you with your future roommate.

If you do have a pre-determined roommate:

1. Click "Roommate Search by Campus ID#" below in the bottom right corner.
2. Use your desired roommate's 11-digit Campus ID# to search for them. If your roommate does not show up in the results, make sure they have started their application.
3. **Make sure to verify your group once you are complete.** You will see a button that says "Verify Group" after the group is created.

This section is optional, however if you would like to select a your roommate, please hit "Roommate Search" and add them to your group. Please note: this student MUST also be an incoming Transfer Student.

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### Roommate Search By Campus ID#

Campus ID Number:

<empty>

Exclude results that cannot be added or joined

Manage Group Search

If looking to select a roommate, please have their ID# ready, select them and save them into your group. Then click save and continue. Once this student is added, it will show in their portal that they are in your group.

Plan to have a random roommate? Skip to step 13.

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### GradGuard College Renter's Insurance

As noted in your 2022-2023: Undergraduate Housing housing contract, Santa Clara assumes no responsibility and provides no insurance or financial protection for student's personal property. By not carrying protection while on campus, you understand that you are fully responsible for your personal property and any damages you cause while living on campus.

All campus residents are eligible to protect their belongings through GradGuard's exclusive student endorsed renter's insurance program. For about \$13 per month, you will receive protection in the case your property is stolen or damaged.

Grad Guard offers affordable renters insurance for students. While renters insurance is not required it is highly encouraged. When you click, it will take you to another site, and then bring you back. Be sure to click "Save and continue" once you make your selection.

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### Submit Application

**Your Application is NOT complete until you click "Submit Application" below.**

Submit Application

You have now reached the final step, all other sections are complete! if you plan to go back and edit info, do not click "submit". Your application data will be saved in the system. Once you submit you will no longer be able to edit your application.

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### Application Status

For **Fall 2022** you have selected **Basic Meal Plan (\$2042/term)**  
For **Spring 2023** you have selected **Basic Meal Plan (\$2042/term)**  
For **Winter 2023** you have selected **Basic Meal Plan (\$2042/term)**

Save & Continue

Once all information is in your application, and you are ready to submit, click "Submit application". It will then bring you to this page and show you an overview of your meal plans. Your application is complete and you will shortly receive a confirmation email.

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# APPLICATION

*Complete*