

## **The Housing Application** **and Allocation Process**

1. An email will be sent to your CBS email address containing a link to the application process.

**(ISUP students: an email will be sent to the email address you have submitted with your application).**

2. You must choose each dorm in order of preference. If you choose the same dorm more than once, only your first choice will be counted. If there are no vacancies at that dorm, you will not be given an allocation.
3. When the application period is closed, the allocation process will begin.
4. When the allocation process is complete, you will be sent an email with a document giving your room allocation, the address, price and details for payment.
5. You must sign and upload this document within 48 hours of receipt. Instructions about how to do this will be included in the email.
6. It will not be possible to change rooms or dorms.