

# How to Renew your Housing Application for the 2024-2025 Academic Year from 9 a.m. February 5 to 5 p.m. February 7

Log in to the Housing portal at: <https://housingportal.fau.edu>

You will need your FAU NetID, Password and Znumber

Step 1: Select the 2024-2025 Academic Year application

## Housing Application Term Selection

Please select a term below to start or continue with your housing application.

2024 Spring Only	<a href="#">CONTINUE</a>
2024-2025 Academic Year	<a href="#">APPLY</a>
2024 Summer - New Student	<a href="#">APPLY</a>

2024-2025 Upperclassman Housing Application	2024-2025 Housing Contract Agreement	Personal Details	Emergency Contact	General Questions	Jupiter Current Students Room Preferences	Lifestyle Questions	Jupiter Confirmation Page	Application Status
--	---	---------------------	----------------------	----------------------	---	------------------------	---------------------------------	-----------------------



## 2024-2025 Upperclassman Housing Application

The \$100 housing application fee is waived for spring on-campus residents who renew their housing application.

Demand for on-campus is very high. It is possible that your housing application will be placed on a waitlist.

The next page requires you to sign the Terms and Conditions electronically through DocuSign. After you sign the document make sure you select FINISH to complete the DocuSign document and proceed to the next page.

Students under 18 years of age require a parent or legal guardian consent to acknowledge the Terms and Conditions. The next step will direct students under 18 how to setup a PIN for the parent or guardian to agree to the terms and conditions.

Carefully read through the Terms and Conditions and sign the document. If you do not agree with the Terms and Conditions, you may log out of the portal.

*Note: The application is not complete until you enter your Z# on the confirmation, an email confirmation will also be sent to your FAU student email*

### Jupiter Campus

- [Jupiter Campus Room Rates](#)
- [Jupiter Terms and Conditions](#)

SAVE & CONTINUE

Click on Save &  
Continue



Step 2: Sign the Terms and Conditions using DocuSign → Click on Continue → Click on Start → Click on Sign → Click on Finish → Click on Save & Continue



### 2024-2025 Housing Contract Agreement

1. Click on CONTINUE
2. Click on Start
3. Review the Terms and Conditions
4. Click on Sign to agree to the Terms and Conditions
5. Click on FINISH

Please review the documents below.

FINISH OTHER ACTIONS

DocuSign Envelope ID: C0D7142F-719E-474F-AC32-208005DF0961

**START**

**FLORIDA ATLANTIC UNIVERSITY**  
**FALL 2024 / SPRING 2025 HOUSING CONTRACT**  
**TERMS AND CONDITIONS**

This Contract for residential housing on the University campus is between you ("Student" or "You") and Florida Atlantic University Board of Trustees ("University"). The University administers its responsibilities under the Contract through its Department of Housing and Residential Education ("Department"). The Student and the University ("the Parties") agree to the following terms and conditions:

DocuSign Envelope ID: DB904333-6D23-4164-A9F5-0A975148BD93

the photographing/recording is occurring, both on campus and at off-campus functions, or notifying the camera person on site of their opt out status. Failure to do so may result in Student's inclusion in a photograph or recording and will be treated as a release, allowing the Department of Housing & Residential Education to utilize that photograph or recording and name and biographical material accordingly.

**IT IS YOUR RESPONSIBILITY TO REVIEW YOUR HOUSING NEEDS AND FINANCIAL RESOURCES PRIOR TO SIGNING THIS CONTRACT. THIS CONTRACT OBLIGATES YOU TO PAY ALL ON-CAMPUS HOUSING FEES FOR BOTH THE FALL AND SPRING SEMESTERS. BY SIGNING THIS CONTRACT, YOU AGREE THAT YOU HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS LISTED ABOVE AND THAT YOUR SIGNATURE ON THE APPLICATION FORM AND/OR ELECTRONIC ONLINE SUBMISSION INDICATES THAT YOU AGREE TO ABIDE AND BE LEGALLY BOUND BY THE TERMS AND CONDITIONS.**

#### ACCEPTANCE OF CONTRACT TERMS AND CONDITIONS

I have read, fully understand, and agree to the terms, conditions, and policies of this contract.

*Electronic Signature of Student - (electronic signature is required for all online housing contracts for students over 18 years of age)*

*Electronic Signature of Parent/Legal Guardian*

*(electronic signature consent from parent or legal guardian is required for all students under 18 years of age)*

Required - Signature Applied

*Owlsley Mascot*  
Owlsley Mascot

### 2024-2025 Housing Contract Agreement

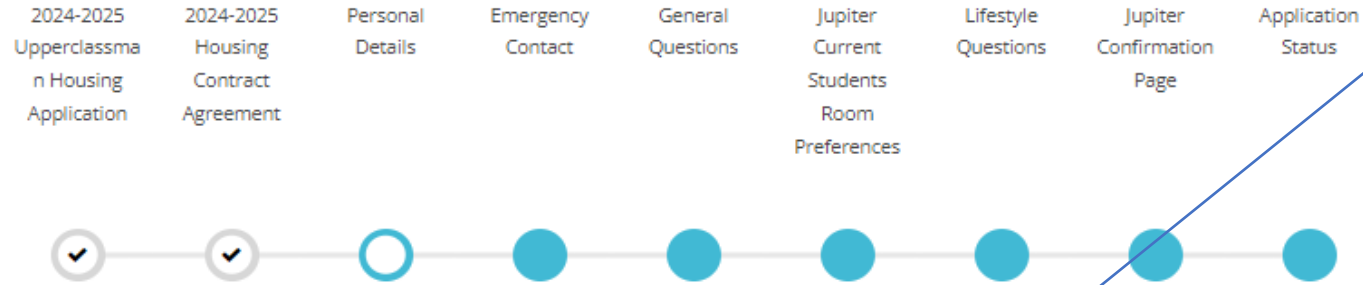
1. Click on CONTINUE
2. Click on Start
3. Review the Terms and Conditions
4. Click on Sign to agree to the Terms and Conditions
5. Click on FINISH

### 2024-2025 Academic Year Housing Terms and Conditions Document

Document Signed

**SAVE & CONTINUE**

Step 3: Review your Personal Details and update your cell phone number if needed. Click on Save & Continue



## Personal Details

Please verify the following information:

- \* Name: Owisley Mascot
- \* Gender: Female
- \* Date of Birth: 10/31/2004

**Address:**

777 Glades Road  
Boca Raton, FL 33431  
561-297-2880  
██████████

Please enter your cell phone number

561-297-3000

SAVE & CONTINUE



## Emergency Contact

Please enter your emergency contact information.

Full Name

Relationship

Street

Street 2

City

State Province

Zip Postcode

Phone Number

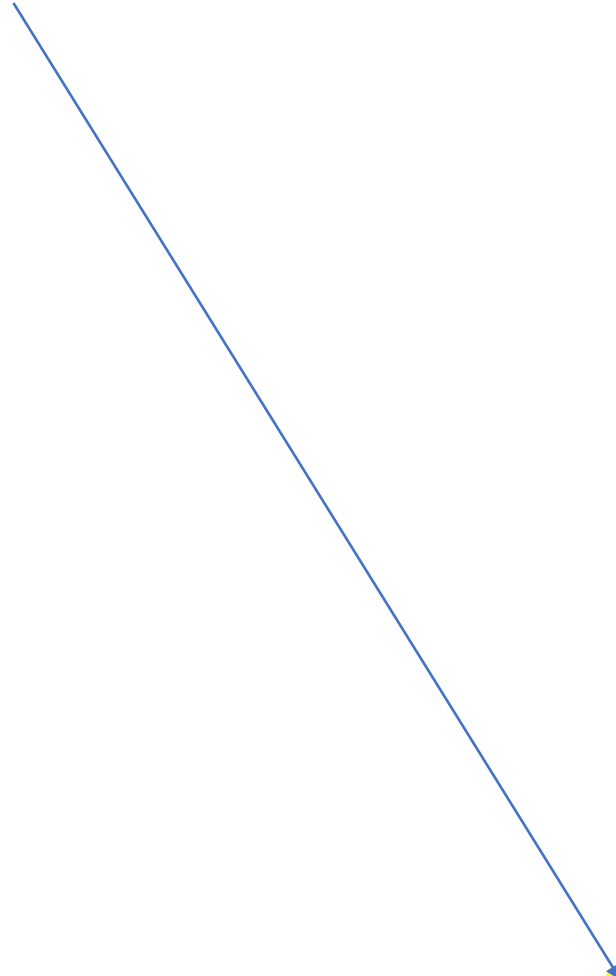
Cell Phone Number

Work Phone Number

Email Address

SAVE & CONTINUE

Step 4: Update your  
Emergency Contact if needed.  
Click on Save & Continue



Step 5: Answer all General Questions. Click on Save & Continue

2024-2025 Upperclassman Housing Application	2024-2025 Housing Contract Agreement	Personal Details	Emergency Contact	General Questions	Jupiter Current Students Room Preferences	Lifestyle Questions	Jupiter Confirmation Page	Application Status
--	---	---------------------	----------------------	----------------------	---	------------------------	---------------------------------	-----------------------



## General Questions

I anticipate using Financial Aid to pay for my housing costs

I will use the Dormitory Florida PrePaid Plan towards my housing costs. If you have further questions, please refer to the Tuition & Billing Services website

I require a housing accommodation/modification due to a disability (If yes, please visit [www.fau.edu/sas](http://www.fau.edu/sas) to get connected with Student Accessibility Services).

PLEASE READ CAREFULLY: I request to live in Gender Inclusive housing. You will only be able to search, request and match with other students who have the same response to this question.

My gender identity is:

\*\*Gender Inclusive housing affords students the option to live on campus in a single or double room suite or apartment with whomever they choose, regardless of biological sex, gender, sexual orientation, or gender identity. \*\* Please visit this webpage for more information on [gender inclusive](http://www.fau.edu/housing/tour/inclusive/) housing: <http://www.fau.edu/housing/tour/inclusive/>

SAVE & CONTINUE

## Step 6: Add your Room Preferences. Click on Save & Continue

Application Agreement

Room Preferences



### Jupiter Current Students Room Preferences

Every effort is made to assign students according to their indicated room preferences. **However, room preferences are not guaranteed.** If your room preference is not available the next closest room type will be assigned. Housing Contracts will not be cancelled and payment will not be refunded if your preferred room type is not available. Roommate matching takes priority over room preferences in the housing assignment process. The date you complete your housing contract is a consideration in your room preferences.

ADD PREFERENCE

Order	Location	Room Preference	
1	Jupiter Residence Hall 3	Jupiter Residence Hall 3 -	DELETE
2	Jupiter Residence Hall 2	Jupiter Residence Hall 2 -	DELETE
3	Jupiter Residence Hall 3	Jupiter Residence Hall 3 -	DELETE

Please add 3 preferences. Please select at least 2 unique locations.

SAVE & CONTINUE



Step 7: Answer all Lifestyle Questions. Don't forget to check the box if you plan to roommate match. Click on Save & Continue

Home Contract Student Page  
Housing Agreement Room  
Application Preferences

✓ ✓ ✓ ✓ ✓ ○ ● ● ●

### Lifestyle Questions

#### About Yourself

Do you smoke?:  
Note: though smoking is not permitted in the halls, we ask this question in recognition that some students prefer not to live with others who smoke.

No

How do you characterize your room?:  
A place to study

How tidy do you like to keep your room?:  
Very tidy

I like to go to bed at...:  
12am

What temperature do you like to keep your room?:  
Medium Cool

**YOU MUST CHECK THIS BOX IF YOU WANT TO PARTICIPATE IN ROOMMATE MATCHING**

Optional: Provide a description of your interests up to 250 characters to display on your roommate profile

I am a Business major. Like working out at the Rec Center

**SAVE & CONTINUE**

Step 8: Select your Meal Plan. Click on Save & Continue

2024-2025 Upperclass man Housing Application	2024-2025 Housing Contract Agreement	Personal Details	Emergency Contact	General Questions	Jupiter Current Students Room Preferences	Lifestyle Questions	Meal Plan Selection	Jupiter Confirmatio n Page	Application Status
--	---	---------------------	----------------------	----------------------	---	------------------------	------------------------	----------------------------------	-----------------------



## Select your Meal Plan

You have preferred to live in a residence hall which requires a meal plan. You must select a meal plan. **If you are assigned to housing in one of the apartments on the Boca Raton Campus, your meal plan choice will be canceled and you must contact Business Services to purchase a meal plan.** For current meal plan rates, please visit [Boca](#) for the Boca Raton Campus and [Jupiter](#) for the Jupiter Campus. Please note that prices are subject to change.

## Select a Meal Plan for Jupiter Campus

Please select a meal plan. First year students have to choose the Jupiter Standard 19 meal plan.

2024 Fall:

Fall 2024 Academic- Jupiter Standard 14

SAVE & CONTINUE

Step 9: Enter your FAU student Znumber to confirm your application. Click on Save & Continue

2024-2025 Upperclass man Housing Application	2024-2025 Housing Contract Agreement	Personal Details	Emergency Contact	General Questions	Jupiter Current Students Room Preferences	Lifestyle Questions	Meal Plan Selection	Jupiter Confirmatio n Page	Application Status
--	---	---------------------	----------------------	----------------------	---	------------------------	------------------------	----------------------------------	-----------------------



## Jupiter Confirmation Page

Your contract is almost complete. Please enter your Z# to confirm your contract and click on Save & Continue. You started your contract for 2024-2025 Academic Year on 02/02/2024.

Enter your student number with the Z in front to complete your Housing contract

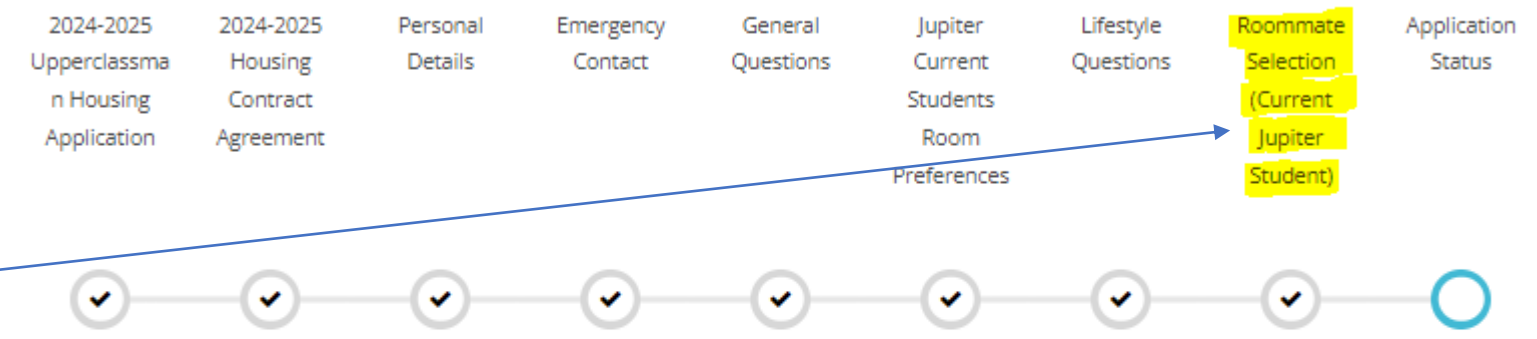
Please enter your Z-number:

Z12345679

SAVE & CONTINUE

The Application Status page shows your application is complete. This is also the page that will display Waitlist numbers or Housing Assignment information starting on February 26.

If you would like to request a Roommate or accept a roommate invitation, return to the Roommate Selection Page. All roommates must be finalized by February at 5 p.m.



### Application Status

Your application is complete as of 2/2/2024 . A housing notification will be sent to your FAU email on February 26th. Students have the option to requests roommate(s) until February 7 at 5 p.m. If you would like to add a roommate request to your 2024-2025 Housing Application, please go to the Roommate Selection page within the Housing Application.