First Year Housing Application

Step by Step Process
Logging In

Your Username and Password will be the same as your MC Username and Password.

When Logging in to Residence you will need to use your username without “@Marietta.edu.”
This is the homepage of Residence. As applications become available throughout your time at Marietta College, they will appear here in the Applications section, or under the Applications tab.
Getting Started

Once you are ready to complete your application, please press the “Get Started” button.*

*As this application is used to match a potential roommate, and gather information regarding our students, it is highly encouraged that incoming students fill the application out themselves.
Step One

This will be the first page when starting your application.

Please click on the “Part 1” section.
Step One

The “Part 2” section is not a part of the First Year Housing Application. You will use this function next year when selecting which Upper Class Residence Hall you wish to live in and which one of your friends you will live with.
Step Two

The second step of the process is to check your information to make sure it is correct. This will include name, e-mail address, emergency contact and etc.
Step Two (Cont.)

Once all information is updated, please click “Next.”

If you need to leave this application at the point and return at a later time, please click “Save as Draft.”
Step Three

Step three is where you will choose between one of the two meal plans offered to First Year Students. This is also where you will be able to place your building preference.*

* Building preferences cannot be guaranteed. The Office of Community Living will do its best to place you in your preferred hall, but this is contingent on space, and time of application submission.
During step three you will be asked about your interests, living habits and roommate preference. This is the longest part of the application. However; you are encourage to take it slow, and answer it honestly. These answers are used in the roommate matching process.
Step Three (Cont.)

Once at the end, it will ask for your “Roommate Preference.” Roommate Preferences have to be done by both roommates for the system to be able to connect students. Please make sure the spelling of your roommate’s name is also correct. It would be helpful if potential roommates would submit applications around the same time.

If you do not have a roommate preference, that is 100% fine. The majority of our students do not have preferred roommates. Our online system will do its best to connect you to a roommate that matches your Residence Profile. This is why taking Step Three slow and answering honestly is very important to the process.
Step Three (Cont.)

Once all information is updated, please click “Next.”

If you need to leave this application at the point and return at a later time, please click “Save as Draft.”
Step Four

If you have an accommodation that requires you to bring your own personal AC unit to school, please see the following request.

* Please note that all accommodations must be submitted by August 1st to be used during the Fall semester.
* Excluding the first floor of Russell Hall, there is no AC in the First Year Complex outside the commons spaces (Lounges, Kitchens, etc.)
Step Four (Cont.)

Once done with this step, please click that you agree with “Terms and Conditions.”

Once all information is updated, please click “Next.”

If you need to leave this application at the point and return at a later time, please click “Save as Draft.”
Step Five is where you will review all your information before submitting the application.
Step Five (Cont.)

Once all information is reviewed, please click “Submit Application.”

If you need to leave this application at the point and return at a later time, please click “Save as Draft.”
You are Finished

If you have successfully completed the application process, you will see a green checkmark next to “Part One.”
Until your application is viewed and approved by the Assistant Director of the First Year Complex, this message will stay at the top of your screen.
Once your application is processed, you will be able to log in and see your room and roommate.

*Room/Roommates might change due to unforeseen circumstances. The AD of the First Year Complex will reach out if any major changes happen with your living arrangements.
If you have any questions about the Housing Application for First Year Students, please feel free to reach out with the below information:

- The Office of Community Living
  Phone: 740-376-4784
  E-mail: OCL@Marietta.edu
  (please allow for a 48 business hour response rate)

- Helpful information for when you call and/or e-mail
  Full name
  Marietta College Student ID Number
  College Username/E-mail