STARREZ HOUSING APPLICATION PROCESS
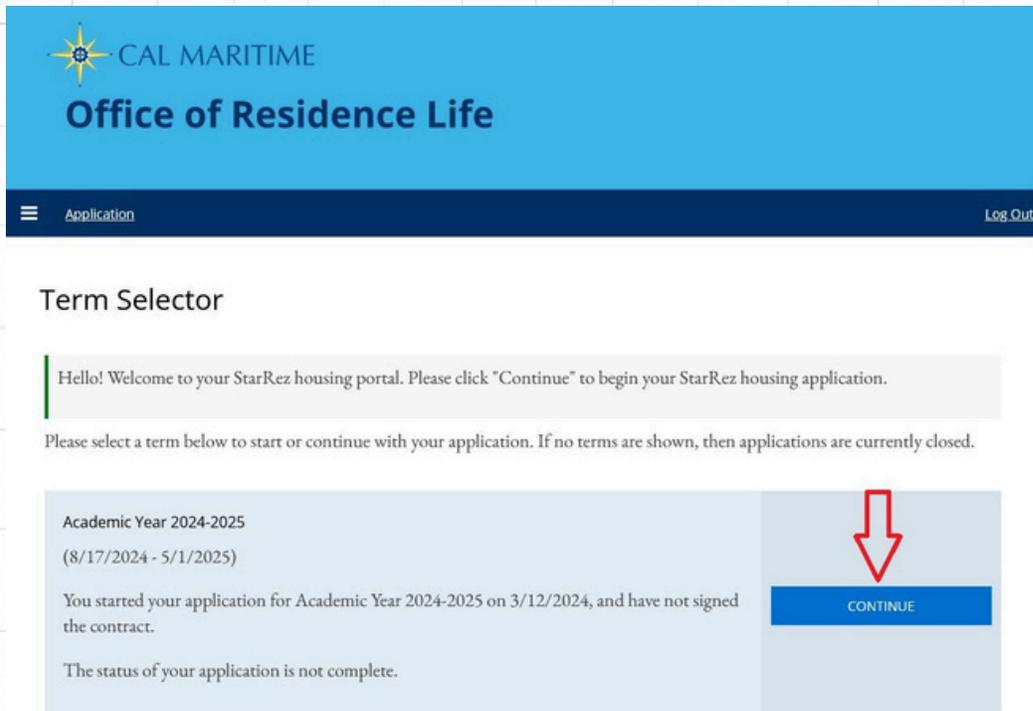
QUICK GUIDE FOR INCOMING NEW STUDENTS

STEP 1

- Use your CSUM credentials to log into StarRez housing portal via the SSO login button.
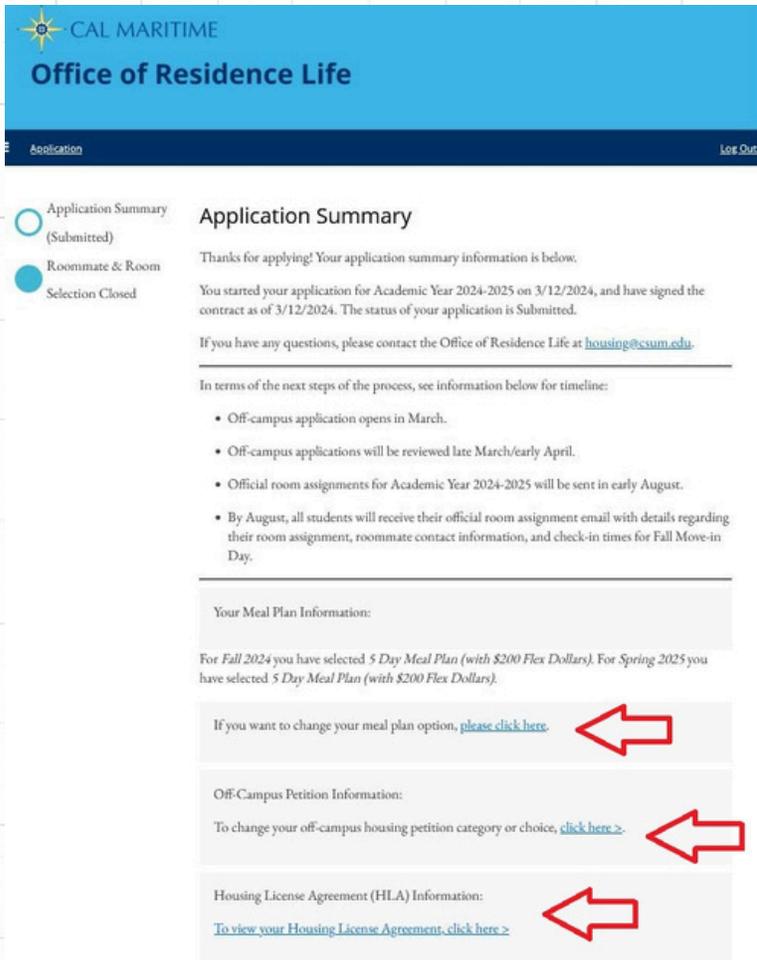- Your username is your CSUM email (without the @csum.edu).

CAL MARITIME

Office of Residence Life

Home

Students: StarRez Housing Portal goes live on **March 15th, 2024**. Use your CSUM credentials to log into the housing portal.

Welcome to Cal Maritime's Housing Portal!

SSO Login:
CSUM - STUDENT SSO LOGIN

STEP 2

- Click on the *Application* link in the tool bar, then click *Continue* to began your application.

CAL MARITIME

Office of Residence Life

Application   Log Out

Term Selector

Hello! Welcome to your StarRez housing portal. Please click "Continue" to begin your StarRez housing application.

Please select a term below to start or continue with your application. If no terms are shown, then applications are currently closed.

Academic Year 2024-2025
(8/17/2024 - 5/1/2025)

You started your application for Academic Year 2024-2025 on 3/12/2024, and have not signed the contract.

The status of your application is not complete.

CONTINUE

STARREZ HOUSING APPLICATION PROCESS

STEP 3

- Complete all the steps of the housing application (including personal details, HLA, meal selection, renter's insurance, and off-campus petition, etc.)

STEP 4

CAL MARITIME
Office of Residence Life

Application   Log Out

- Application Summary (Submitted)
- Roommate & Room Selection Closed

Application Summary

Thanks for applying! Your application summary information is below.

You started your application for Academic Year 2024-2025 on 3/12/2024, and have signed the contract as of 3/12/2024. The status of your application is Submitted.

If you have any questions, please contact the Office of Residence Life at housing@csum.edu.

In terms of the next steps of the process, see information below for timeline:

- Off-campus application opens in March.
- Off-campus applications will be reviewed late March/early April.
- Official room assignments for Academic Year 2024-2025 will be sent in early August.
- By August, all students will receive their official room assignment email with details regarding their room assignment, roommate contact information, and check-in times for Fall Move-in Day.

Your Meal Plan Information:

For Fall 2024 you have selected 5 Day Meal Plan (with $200 Flex Dollars). For Spring 2025 you have selected 5 Day Meal Plan (with $200 Flex Dollars).
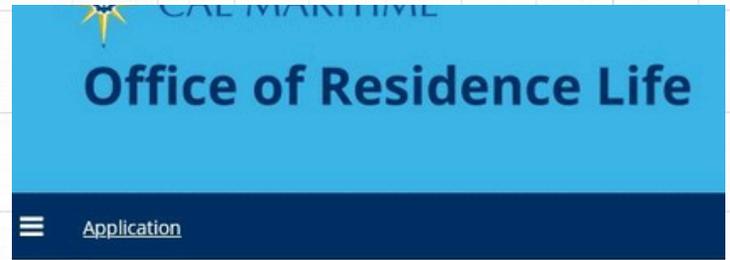
If you want to change your meal plan option, please click here.

Off-Campus Petition Information:

To change your off-campus housing petition category or choice, click here >.

Housing License Agreement (HLA) Information:

To view your Housing License Agreement, click here >

CAL MARITIME
Office of Residence Life

☰ **Application**

- ○ Personal Details
- ● Emergency Contact Details
- ● Student Handbook
- ● Meal Plan Selection
- ● GradGuard College Renter's Insurance
- ● Inclusivity at Cal Maritime
- ● Off-Campus Petition Instructions
- ● Review & Submit Application
- ● Application Summary (Submitted)

Personal Details

This information on this "Per: Database and cannot be edited

Please review and verify that a

- If the information is con is needed from you.

- If the information is not information. You cannot issues with updating you Office of the Registrar at PeopleSoft may take a co

First Name

Last Name

- Once Part 1 of application is complete, the app. summary page will display. You will be able to :
    - View copy of HLA.
    - Change meal plan option until meal plan change deadline.
    - Submit/change off-campus petition until petition deadline.

STARREZ ROOMMATE SELECTION PROCESS

QUICK GUIDE FOR NEW INCOMING STUDENTS

STEP 1

- Click on the *Application* link in the tool bar, then click *Continue* to start room selection module.
- Part 1 of housing application needs to be complete in order for roommate selection module to become active.

CAL MARITIME

Office of Residence Life

Application   Log Out

Term Selector

Hello! Welcome to your StarRez housing portal. Please click "Continue" to begin your StarRez housing application.

Please select a term below to start or continue with your application. If no terms are shown, then applications are currently closed.

Academic Year 2024-2025

(8/17/2024 - 5/1/2025)

You started your application for Academic Year 2024-2025 on 3/12/2024, and have not signed the contract.

The status of your application is not complete.

CONTINUE

(New Student)

You're almost done!

Application Status (New Cadets)

Housing License Agreement

- Off-campus applications will be reviewed late May/early June.

- Off-campus application decisions sent in June.

- Roommate selection for all Incoming New Students begins in June. The instructions for roommate selection will be sent to your CSUM email account and this email will be sent mid-late June.

- Official room assignments for Academic Year 2024-2025 will be sent in early August.

- By August, all students will receive their official room assignment email with details regarding their room assignment, roommate contact information, and check-in times for Fall Move-in Day.

- Each incoming new student is assigned a move-in time slot and move-in instructions will be sent in August. Generally, time slots during Move-in Day will be from 7am-3pm (detailed schedule to be confirmed).

Your Meal Plan Information:

For *Fall 2024* you have selected *5 Day Meal Plan (with $200 Flex Dollars)*. For *Spring 2025* you have selected *5 Day Meal Plan (with $200 Flex Dollars)*.

If you want to change your meal plan option, please click here.

Off-Campus Petition Information:

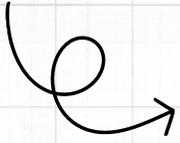To change your off-campus housing petition category or choice, click here >.

Housing License Agreement (HLA) Information:

To view your Housing License Agreement, click here >

SAVE & CONTINUE

STEP 2

- Click *Save & Continue* at bottom of Application Summary Page to start roommate selection module.

STARREZ ROOMMATE SELECTION PROCESS

Application Summary (Submitted) ✔

Roommate Selection

Instructions (New Students) ✔

Web Profile ✔

Personal Profile ⭕

Roommate Selection (New Student)

You're almost done!

Application Status (New Cadets)

Housing License Agreement ✔

Personal Profile

On this "Personal Profile" page, you are able to rank your preferences for the following lifestyle questions and statements below. These attributes and preferences result in potential roommate matches.

During the Roommate Selection process, you will be able to view other cadets' profile. This is helpful in selecting potential roommates.

Hobbies

Campus Involvement:

| I want to be in EVERY ⌄ |

Do you play any sports?

| I love playing sports. Sign me up! ⌄ |

Gaming:

| I hate playing online games. ⌄ |

I enjoy quieter activities when hanging out with friends.

| I enjoy quieter activities. ⌄ |

- Complete the steps of the roommate selection module including your Personal Profile and Web Profile.
- Information added to your profiles will be viewable in the StarRez system and to other students.

Application Summary (Submitted) ✔

Roommate Selection

Instructions (New Students) ✔

Web Profile ⭕

Personal Profile

Roommate Selection (New Student)

You're almost done!

Application Status (New Cadets)

Housing License Agreement ✔

Web Profile

Your Roommate Search Screen Name is:

mb

(This is the name that other cadets can use to find you in the roommate search)

Roommate Search Profile:

Enter a description of yourself to show to potential roommates. Include your social media if you want others to contact you that way.

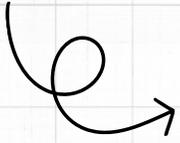| Hello! A little bit about me: I'm from the Bay Area. My major is MET and love the outdoors! |

Roommate Search Visiblity

Do you want to be visible in the roommate search results?

| Yes ⌄ |

SAVE & CONTINUE

STARREZ ROOMMATE SELECTION PROCESS

STEP 4

Application Summary (Submitted) ✓

Roommate Selection Instructions (New Students)

Web Profile

Personal Profile

Roommate Selection (New Student)

You're almost done!

Application Status (New Cadets)

Housing License Agreement ✓

Roommate Selection Instructions (New Students)

Divisional Housing Assignments

At Cal Maritime, all new incoming students are placed into divisional housing assignments. Divisional housing assignments mean we assign you your room assignment and roommate placements according your assigned division.

Your division is considered your "core group" within your academic major (MT, Engine, or MPM). Thoroughout the academic year, you will attend formation, watch, classes, and reside in housing with other students in your divisional group. Your specific divisional assignment is created by the Office of the Commandant and is used within the Corps of Cadet structure. If you have questions about your specific divisional assignment, you can contact the Office of the Commandant at ofccomcad@csum.edu. Your divisional assignment was already created by the Office of Commandant.

As a new student, you'll have the option to search for and request a roommate within your specific division.

For all incoming New Students, all specific room locations and assignments will be created to the Office of Residence Life. New Students only need to select a roommate for the housing process at Cal Maritime.

Navigating the Room Selection Process

Using the roommate selection pages, you can search for a potential roommate by using the search functions below.

- First, you will complete your web profile and personal profiles. If you need to edit or add any details to your Web Profile or Personal Profile, you can make changes at any moment. Completing your profiles will make your roommate search process better.

Helpful Information:

- Roommate "pairings" are assigned according to divisional groups.
- Roommate options found in the search results are students in your divisional group.
- If a specific roommate is not viewable, it mean person is not in your divisional group.

STARREZ ROOMMATE SELECTION PROCESS

Roommate Selection (New Student)

- Roommate Selection (New Student) ✔
- You're almost done! ✔
- Application Status (New Cadets) ✔
- Housing License Agreement ✔

Not In a Group
You are not a member of any roommate groups.

CREATE GROUP

SAVE & CONTINUE

You can search roommate options by:

Search for Roommates by Details
Search for Roommates by Profiles
Suggest Roommates

---

mb_____ (Group Leader)
Age: ____ .
Classification: New Student
Gender: Female
Description: Hello! A little bit about me: I'm from the Bay Area. My major is MET and love the outdoors!

VIEW PROFILE

Incoming Requests

mdack26
Age: ____
Classification: New Student
Gender: Female
Description:
Expiry Date: 7/1/2024 02:41

ACCEPT

DECLINE

Outgoing Requests

vng-bader63
Age: ____
Classification: New Student
Gender: Female
Description:
Expiry Date: 7/1/2024 02:34

CANCEL

SAVE & CONTINUE

- Roommate "requests" sent or received will show up in the Incoming Request and Outgoing Requests Sections.

- You can send and receive multiple requests, but you can only accept 1 roommate option.

STARREZ ROOMMATE SELECTION PROCESS

STEP 6

Roommate Selection (New Student)

- ✓ Roommate Selection (New Student)
- ✓ You're almost done!
- ✓ Application Status (New Cadets)
- ✓ Housing License Agreement

Roommate Selection (New Student)

Verified ⬅

Your roommate group has been verified.

> Once a roommate option is accepted, your roommate pairing or group will show here.

Group: Group m

LEAVE THIS GROUP

Search for Roommates by Details
Search for Roommates by Profiles
Suggest Roommates

mb   (Group Leader)
Age:
Classification:
Gender: Female
Description:

SEND MESSAGE

VIEW PROFILE

On this page, you still have the options to:
- send your roommate a message
- view their profile
- leave or cancel roommate group

> Any messages sent or received will go to your inbox located on your portal homepage.

☀ CAL MARITIME

Office of Residence Life

9

☰   Room Swap   Application   Log Out

Term Selector

STARREZ ROOMMATE SELECTION PROCESS

STEP 7

Application Status (New)

Application Summary
You started your application for Academic Year 2024-2025 on 3/8/2024, and have si_
contract as of 3/8/2024. Your application is complete as of 3/8/2024

Booking Summary
You cannot select any bookings for this term. Res Life Office will create your specifi_
for you.

After roommate selection period is complete, the Res Life Office will auto-create yo_
room assignment (room booking) and res hall location for you.

All Fall 2024 room assignment information including instructions for Fall 2024 M_
be sent to you via your CSUM email account by August.

If there are any changes to your assignment, the Res Life Office will communicate a_
throughout the remainder of semester and throughout summer months.

Meal Plan Summary
For **Fall 2024** you have selected **5 Day Meal Plan (with $200 Flex Dollars)**. For $_
you have selected **5 Day Meal Plan (with $200 Flex Dollars)**.

> **Meal Plan Change Information:** Select "Meal Plan Change Instructions" below_
> would like to change your selected meal plan.

> **Roommate Selection:** Select "Roommate Selection" below if you would like to re_
> the roommate selection pages and/or change your roommate options.

> **Housing License Agreement (HLA):** Select "Housing License Agreement" belo_
> would like to view a copy of your completed HLA.

Select Next Step for Changes:

[Please select next step   ⌄]

[SAVE & CONTINUE]

- Once room selection is complete, updated app. summary page will display. You will be able to :

  - View copy of HLA.
  - Change meal plan option until deadline.
  - Complete single room option page.
  - Complete roommate change process until deadline.

Change options will be available until specified deadline.

If you would like to change your roommate selection to a different choice, you will need to utilize the Roommate Change Process link for options.

If you have specific questions roommate selection process or StarRez housing application, please send all inquiries to housing@csum.edu.