

# 2024 Graduate Housing Quick Guide: Room Draw

## Pre-Draw Renewal

All **current** G1s, G2s and G3s in studio or 1-bedroom apartments, G1s, G2s and G3s living with a spouse or partner in a 2-bedroom apartment, and families with children (regardless of class year) will receive an automatic renewal offer through My Housing for Graduates on December 20, 2023.

Any G1, G2 and G3 living in a multi-bedroom apartment **OR** the GC/Annexes who would like to renew: **must submit a renewal form to Student Housing by December 1, 2023. Students can only renew fully occupied apartments.** Vacancies can be filled by naming any G1, G2, or G3 on the renewal form. On time renewal requests will be reviewed and contract offers will be sent for signature.

- **All apartment renewal contracts must start July 1<sup>st</sup>.**
- Pre-draw All new residents filling vacancies in a renewal unit will most likely start July 20th or later, unless the apartment is ready for a July 1 start date. Every effort will be made to keep pulled-in occupants in their current residence until they can move in to their future unit.
- If any renewal contract holder cancels their contract, the remaining roommates have until **January 5, 2024** to replace them with another eligible student. If a group of students does not name a replacement by the deadline, they will waive the right to replace them and Housing will assign a random roommate who is successful in draw.
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## Room Draw Basics

Basic Steps to Room Draw:

- Access Room Draw Application through My Housing for Graduates by **January 12, 2024.**
- Name roommates (if applicable)
- Rank housing preferences and select whether or not to apply for GC/Annex Room Selection
- Be successful for an apartment (Lakeside, Lawrence, Meadows)
- **OR** Participate in GC/Annex Room Selection

Please keep in mind:

- **The order of room type preferences should exactly match among roommates**
- **Students are successful for a room type (ex: 1, 2, 3 bedroom), NOT a location (ex: Lakeside, Lawrence, Meadows)**
- You may not be successful for your first preference, it is important to list multiple preferences
- Offers are canceled if you do not accept within seven days of receiving it

## Hardship Housing

Students may apply for the Hardship Housing Process, due to financial hardship or special circumstances by submitting the following to Student Housing by **December 1, 2023** for review:

- Completed Hardship Application
- Statement explaining the student's situation (financial or personal)
- Copy of latest Federal Income tax return

## Medical Accommodation

Students who require accommodation for a medical reason must submit the following to the Office of Disability Services by **December 1, 2023** for evaluation:

- Completed Medical Accommodation Form
- Supporting documents, such as a letter written by a doctor or care provider confirming need for accommodation

## Adding Family Members

Family documentation is due **January 5, 2024.**

**Domestic Partner:** Application for Domestic Partnership and a supporting document (joint bank statement, insurance beneficiary information, etc.)

**Spouse:** marriage certificate (scan or photocopy)

**Child or Dependent:** Copy of a birth certificate **OR** copy of the most recently filed Federal Income tax return (Form 1040) containing dependent status information.

For full Room Draw information and forms, visit: [HRES.PRINCETON.EDU](https://hres.princeton.edu)