RSVP

What is RSVP? RSVP stands for Renewal Selection Verification Process. RSVP allows current residents to apply to live on campus for the next academic year (Fall 2016-Spring 2017).

What rooms are available through RSVP? Every residence hall will have beds allocated for RSVP applicants who are selected to go through the online room selection process. All room types, including the new quad suite singles, new construction deluxe double and standard double rooms, traditional double rooms, Ruby singles and Rice traditional single rooms will be available. Dogwood Hall, one of the new buildings, is intended to be all upperclassmen; therefore, the number of new construction rooms available during RSVP is higher this year than any year previous. In addition, all single rooms in both Ruby and Rice, as well as quad suites in both Dogwood and Azalea, are reserved for upperclassmen only.

How is RSVP priority established? RSVP priority is based primarily on a student’s RSVP application date and time. Please note priority does differ from the way it worked when you applied as a freshman. For RSVP, the roommate with the higher priority (RSVP application date) carries the pair (your dates of applications will not be averaged during RSVP). This priority process works for pairs in double rooms and groups in quad suites.

RSVP Process: RSVP is a two-step Process. Please note, the first step of RSVP is an application process and not a guaranteed contract renewal.

YOUR BED SPACE IS ONLY TENTATIVELY HELD AND NOT TRULY YOURS UNTIL YOU SIGN YOUR MSU HOUSING CONTRACT. Please see the detailed date on page 2 including the RSVP cancellation deadline.

Communication Importance: Please note that communication is key during the RSVP process. The Department of Housing and Residence Life will be contacting you via email often throughout this process to ensure roommate matching, time slot information, etc. is clearly and accurately communicated. It is the student’s responsibility to check their emails and respond to requests by deadlines. Again, the responsibility throughout the process is on the student.
**STEP 1: APPLY FOR RSVP**

Feb. 1, 2016 at 10:00 AM through Feb. 15, 2016 at 11:59 PM

(There is not a application fee for RSVP.)

During the application step of the RSVP process, you will be able to search, message, request and confirm a roommate (you’ll need to know their MSU NetID) and be able to indicate if you are interested in a Ruby single, a Rice traditional single, or a *quad suite single in Azalea or Dogwood.

*NOTE REGARDING QUAD SUITE SINGLES:*
If you are requesting a quad single within a quad suite, you will be requesting one of two things:

1) You can be part of a pre-established group of four individuals (including yourself) to live in the quad suite. **You must seek out and establish your group of four on your own, independently of housing and complete the online quad group request steps prior to the end of the application process.** Please note, there will be a limited number of quad suite available.

2) You can request to be assigned to a quad suite without a pre-established group, understanding that the Department of Housing and Residence Life will place you in a quad suite single with three other suitemates. Please note, there will be a limited number of “odd-out” quad suite singles available.

**STEP 2: SELECT /RECEIVE YOUR ASSIGNMENT & SIGN YOUR CONTRACT**

(Selecting/Receiving an assignment through RSVP depends on the number of applicants and space availability)

After you’ve completed and submitted your RSVP application, depending on your requests and the spaces available, one of three things will happen:

1) **You may be selected to participate in online room selection.** If so, you will receive an email confirming this from the Department of Housing and Residence Life. The email will include an online room selection time slot for you. Your online room selection time slot works much like selecting a concert seat online (you will select from a list of available bed spaces). Your time slot will be the earliest time that you can log on to select your bed space (you can log on any time after your time slot through Friday, Mar. 11, 2016 at 11:59 PM). The earlier you select your space, the better your options.

—OR—

2) **You may be assigned to one of the Dogwood/Azalea quad suites.** If so, you will receive an email confirming your assignment and prompting you to sign your housing contract.

—OR—

3) **You may not receive an assignment.** You may receive an email stating that, due to the number of applicants and space availability, you were not selected to participate in online room selection nor chosen for a quad suite.