Colby-Sawyer College
Apartment Selection Process Spring 2014

Frequently Asked Questions – General

What happens if one of our members withdraws from the college or leaves the group?
The rest of the group may lose the apartment and be reassigned to other spaces on campus OR be assigned a current Colby-Sawyer student as a new apartment mate, at the discretion of the college.

If I am studying abroad in the fall 2014 semester, am I still eligible for an apartment?
No, all students who plan to live in an apartment next year must be physically present on campus in the fall. If you know of someone who is planning to leave for the spring semester, you can coordinate with the members of that apartment group to plan to move into the open space. There is a space for you to indicate this person on the application.

Can our group apply to live in the duplexes?
No. The duplex application and selection process has already been completed. If you were placed in a duplex for the 2014-15 school year, but are still interested in applying to live in an apartment, you may do so. If your group is selected for an apartment, you may withdraw from your duplex assignment. If your group is not offered an apartment, you may maintain your space in the duplex.

Is there an appeal process if we do not get selected for an apartment?
No, there is no appeal process and all decisions are final.

How are apartment assignments made? Is preference given to juniors and seniors?
Members of the Selection Committee will evaluate the information made available through the applications and through input provided by the offices of Citizenship Education, Residential Education, and Campus Safety. They will use this information to assess the readiness of each apartment group, and each individual within that group, to move into apartment-style living. In cases where all other factors are equal, preference will be given to upperclassmen.

For the group, they will look for this readiness to be demonstrated in the preparation of their Apartment-style Living Agreement:

- Thoughtfulness of answers – applicants indicate an understanding of the challenges and responsibilities of apartment living;
- Evidence that all apartment mates contributed to the answers on the agreement and share a common understanding of what it will be like to live with each other;
- Articulation of a specific plan for managing the challenges of day to day living in an apartment setting and how they will resolve conflicts within the apartment and with other apartments.

In addition, for each individual they will look for this readiness to be demonstrated by:

- A balance between social interactions and academics
  - G.P.A.
  - involvement on campus and in the community
- Maturity and Responsibility
  - class year
  - history of interactions – both positive and/or negative – with Citizenship Education, Campus Safety, Residential Education or other departments on campus
  - Have you expressed your concerns appropriately?
  - Is there a pattern of behavior or a single event?
  - Learned from experiences?
  - Complied with sanctions and/or the reasonable request of a college official?
**What apartments are available?**

Apartments:

- **2-person Apartment available**: White House, 1st floor
- **3-Person Apartments available**: London House, 2nd floor, back; Gray House, 2nd floor
- **4-Person Apartments available**:  
  Rooke 12, 13, 16, 18, 22, 23, 26*, 28, 32*, 33, 36, 38; London House, 1st floor; Gray House, 1st floor; White house, 2nd floor – two apartments
- **5-Person Apartments available**:  
  Rooke 11, 15*, 17, 21, 24, 25, 27, 31, 34, 35, 37; London House, 2nd floor, front; Gray House, front; Red House, 1st floor and 2nd floor; White House, 1st floor, Yellow House  
  *RH Apartment 15 is handicap accessible

- RAs will live in apartments (#26 and #32) on each side of the building in Rooke Hall. The Area Coordinator lives in Apt.14.

**What is the process for selection and notification?**

- Once all applications are received, each applicant group, and each applicant within the group, will be reviewed by the members of the Apartment Selection committee (Karin Berthiaume, assistant director of residential education, chair; Robin Davis, associate dean and director of citizenship education; Julie Crisafi Lynch, parent and community partnerships coordinator; and Pam Spear, director of Baird Health and Counseling). In addition, staff members from Residential Education, Citizenship Education, and Campus Safety will be asked to share their observations regarding the applicant’s outstanding or disruptive community behavior, as well as the readiness of each individual/group to live in apartment style housing.

- During the application review period, April 4 - 10, some groups or individuals may be asked by the committee to provide additional information regarding the group’s application. This may be done through email with one or all members of the group, or the committee may ask to meet with one or all members of the group.

- All groups will be notified through their campus email by Friday, April 11.

**Selection of Apartments**

- All members of the apartment group must be registered for Fall 2014 by April 10, 2014 to be eligible for the selection lottery.

- On April 11, groups will be notified of their eligibility to enter the Apartment Lottery. During the selection process, apartment groups will be prioritized, with the strongest groups receiving the better numbers. Approved apartment groups will be able to select any apartment available for the group’s size at their assigned lottery selection time.

- On April 14, students should log in to the Residence online housing system (https://colby-sawyer-residence.symplicity.com) and click the link in the blue Room Selection box to access the Apartment Lottery Process. The system will display your group’s selection time and the names of each person in your group, and you will be permitted to select an apartment from those available at that time. Only the group leader needs to log in to make this selection, but that person will be asked to make an apartment selection, and to select specific rooms within the apartment for each member of the group.