

# Housing Application Instructions – Spring 2025

## Important Dates

- **October 21, 2024:** Housing Application Opens
- **Dec 16, 2024:** Deadline to create your Roommate Group - *if you don't create a Roommate Group, you will be matched with a roommate or roommates based on your profile preferences*

## General Information

- After you have submitted your enrollment deposit, you will receive two emails from [csd@hamline.edu](mailto:csd@hamline.edu) with the following subject lines: Hamline Username and Hamline Initial Password.
- You will be prompted to change your password and respond to security questions. After this, you will be able to log into your eRezLife account at [hamline.erezlife.com](http://hamline.erezlife.com) to complete your housing application.
- Make sure you keep your username and new password in a secure location that is easily accessible to you.
- Your username and password will also be used to log-in to most campus resources, such as on-campus computers, email, WIFI, and online learning tools.
- Hamline student email addresses are created after a student has registered for classes during SOAR (Summer Orientation and Registration).

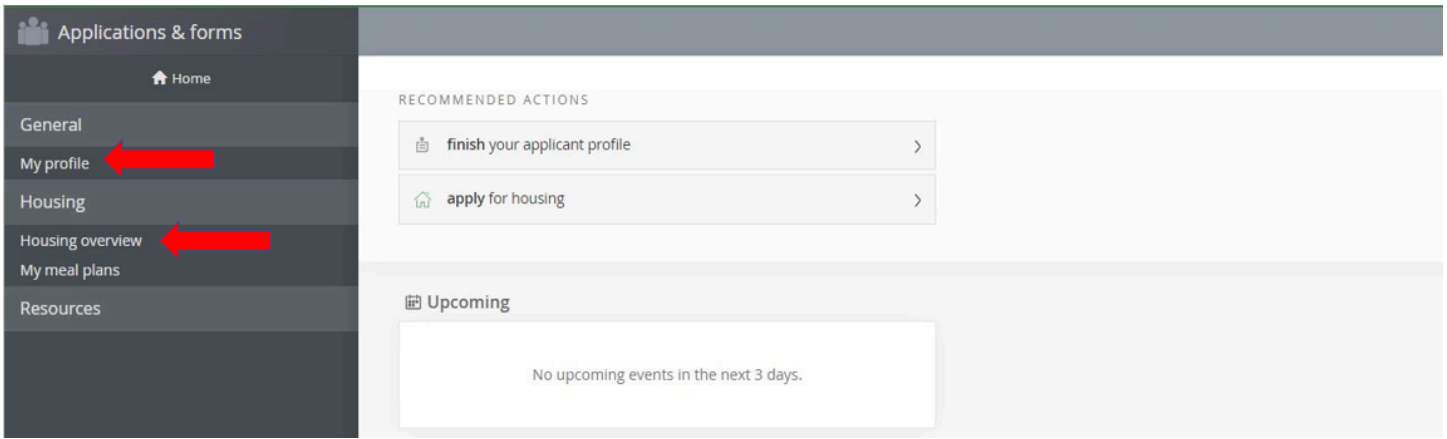
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When you first visit [hamline.erezlife.com](http://hamline.erezlife.com), you will see this interface. Follow instructions and log-in with your Hamline username and newly created password. If you forgot your password, please reach out to Admission at [admission@hamline.edu](mailto:admission@hamline.edu) (651-523-2207). (Do **NOT** click the "Forgot my Password" link).

New Students: If you are having problems logging in, please contact the Office of Undergraduate Admission at [admission@hamline.edu](mailto:admission@hamline.edu) or by calling 651-523-2207 and they will be happy to assist you! If you forgot your password, please do NOT click on the "Forgot My Password" button - simply reach out to Admissions.

The screenshot displays the eRezLife login page. At the top left is the eRezLife logo with the text 'Residence Management Housing Assignments'. At the top right is the Hamline University logo. The central login form contains a text input for 'Hamline username', a text input for 'Password', a teal 'Sign in' button, and a blue link for 'Forgot my password'. A large red 'X' is superimposed over the 'Forgot my password' link.

After you log-in, you will see this dashboard. The tables (on the left-hand side of the screen) you will be using are: My Profile and Housing Overview.



If you have not completed your housing profile, you will be prompted to complete this section before proceeding to the housing application form. When completing your profile, you will need to have emergency contact information, your insurance company and policy numbers, doctor information, allergies and current medications, and any healthcare concerns.

PERSON
Fisher-Damsgard, Evan

Student ID	
Email	efisherdamsgard01@hamline.edu
Move-in Date	
Move-in Time	
Honors Community	I am not accepted into the Early University Honors Program.
Emergency Contact First Name	
<a href="#">more</a>	

Emergency Contact First Name \*

Emergency Contact Last Name \*

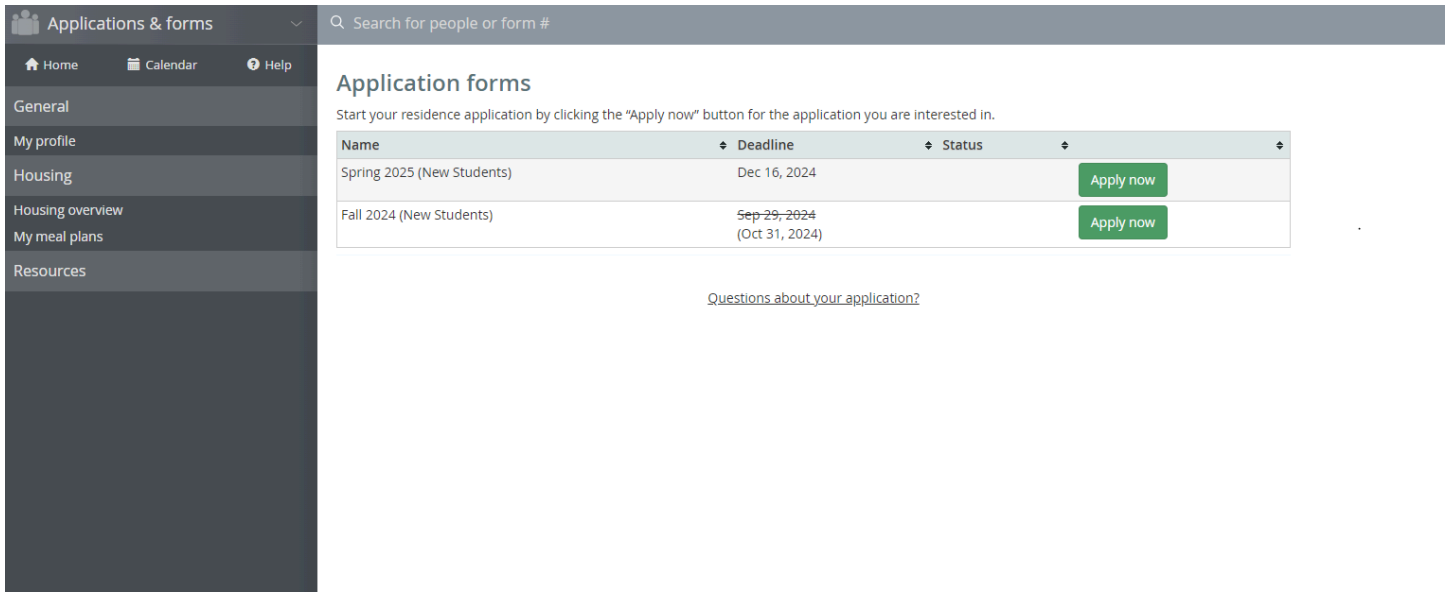
Emergency Contact Relationship \*

Emergency Contact Home Phone \*

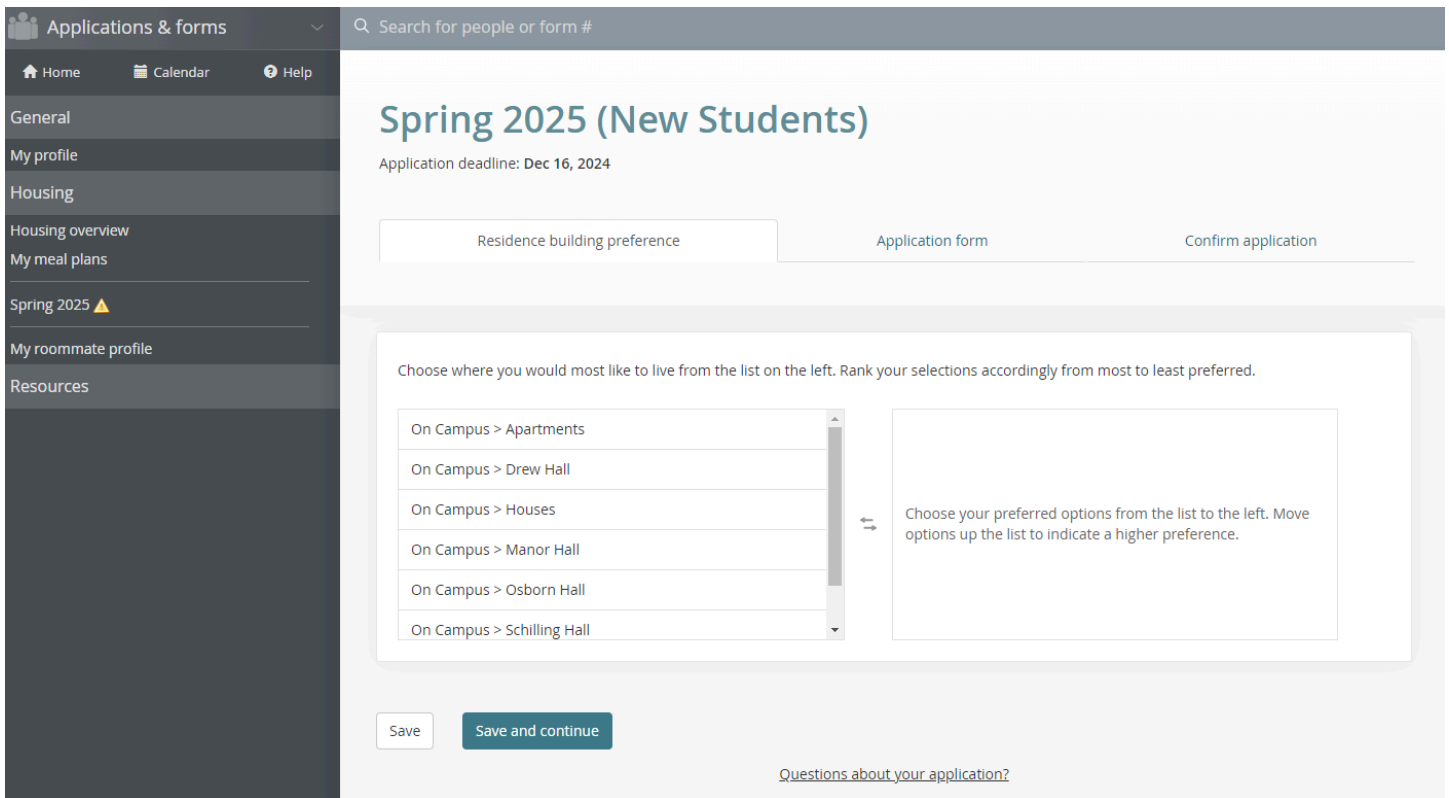
Emergency Contact Cell Phone \*

Emergency Contact Address \*

You are now ready to apply for housing. Click on “Housing Overview” on the left-hand side of the screen. You will see the application form titled “Spring 2025 (New Student Application)” and a green “Apply Now” button – click the “Apply Now” button.



You will select your Residence Hall building preference. When you click on an option in the “Available Residences” section on the left, that option will auto-populate into the “Your preferred residences” section on the right. You can drag the residence options in “Your preferred residences” to change your order of preference.



Once you have ranked your preferred residences, you can click “Continue to: Application form>>” on the bottom right of the screen. Note: at the bottom of every page, you will see options to “Save” or “Save and Continue.” If you have to stop, you can always return to the application, as it will be under “Recommended Actions” on your dashboard.

- Home
- Calendar
- Help
- General
- My profile
- Housing
- Housing overview
- My meal plans
- Spring 2025 ▲
- My roommate profile
- Resources

# Spring 2025 (New Students)

Application deadline: Dec 16, 2024

- Residence building preference
- Application form
- Confirm application

Choose where you would most like to live from the list on the left. Rank your selections accordingly from most to least preferred.

	↑ On Campus > Drew Hall	×
	↑ On Campus > Apartments	×
	↑ On Campus > Manor Hall	×
	↑ On Campus > Schilling Hall	×
	↑ On Campus > Sorin Hall	×
	↑ On Campus > Osborn Hall	×

Save **Save and continue**

[Questions about your application?](#)

Next is the application form. You will want to complete all questions. Required questions on the application are marked with a red asterisk (\*). After completing the application form, click “Continue to: Confirm Application.” On the “Confirm Application” page, carefully review your application details and check off the terms listed, indicating you understand and agree with the statements. Be sure to click “Submit application” at the very end/bottom.

The screenshot shows a web interface for the Spring 2025 (New Students) application. On the left is a dark sidebar with navigation options: Home, Calendar, Help, General, My profile, Housing, Housing overview, My meal plans, Spring 2025 (highlighted with a yellow triangle), My roommate profile, and Resources. The main content area has a search bar at the top. Below it, the title "Spring 2025 (New Students)" is displayed in a large blue font, with the application deadline "Dec 16, 2024" underneath. A horizontal navigation bar contains three buttons: "Residence building preference", "Application form", and "Confirm application". The "Confirm application" button is active. Below this is a white box containing the following text: "Please review your application details before proceeding." followed by the heading "Your application overview:". This is followed by two bullet points: "You are applying for Spring 2025 residence" and "Your first choice for housing is On Campus > Drew Hall". Below the bullet points is a paragraph: "To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements." This is followed by two checked checkboxes: "I have opened, read, understood, and agree to the enclosed terms & conditions file" and "I declare all information I have disclosed throughout this application process is correct". Below the checkboxes is a paragraph: "Please note that schools may use application submission dates to prioritize residence assignments. Any further changes to your application after this point will change the submission date of your application. Updates to your contact information, residence preference, or roommate selection will not change your initial submission date. Updates to your application form, however, will change your initial application submission date." At the bottom of the white box is a blue "Submit application" button. Below the white box is a link: "Questions about your application?".

Once your application has successfully been completed, you will see the confirmation message, along with your receipt number. A copy of the receipt will also be sent to your email address on file.

Applications & forms

Search for people or form #

Home Calendar Help

General

My profile

Housing

Housing overview

My meal plans

Spring 2025

My roommate profile

Roommate groups

Resources

## Spring 2025 (New Students)

Application deadline: Dec 16, 2024

Residence building preference    Application form    Confirm application

### Thank you!

Your application has successfully been completed. Please keep your receipt id for your reference. A copy of this receipt was sent to jbanegas01@hamline.edu.

Receipt #36857  
Submission Date\*: Oct 8, 2024  
\* may change upon updating application details

#### Your application overview:

- You are applying for Spring 2025 residence
- Your first choice for housing is On Campus > Drew Hall

To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements.

I have opened, read, understood, and agree to the enclosed [terms & conditions file](#)

I declare all information I have disclosed throughout this application process is correct

Please note that schools may use application submission dates to prioritize residence assignments. Any further changes to your application after this point will change the submission date of your application. Updates to your contact information, residence preference, or roommate selection will not change your initial submission date. Updates to your application form, however, will change your initial application submission date.

You will also notice that your housing application “Status” is updated to “Complete” under the Housing Overview tab. You may click the “Withdraw Application?” link if you change your mind about living on-campus. Note: a student can only withdraw their application without acquiring a late fee prior to December 16, 2024.

Applications & forms

Search for people or form #

Home Calendar Help

General

My profile

Housing

Housing overview

My meal plans

Spring 2025

My roommate profile

Roommate groups

Resources

### Application forms

Start your residence application by clicking the

Name
Fall 2024 (New Students)
<a href="#">Spring 2025 (New Students)</a>

### Confirm application withdrawal

By withdrawing your application for **Spring 2025**, you are forfeiting any potential chance for a reserved bed in this occupancy period.

Do you wish to withdraw your application?

[Withdraw](#)

[Questions about your application?](#)

Final Tips:

1. The “Bulletins & Resources” section on the left-hand side of the eRezLife website will show you building floor plans.
2. Make sure to complete the “My Roommate profile” before you begin to search for a roommate.
3. The “Roommate groups” option becomes available to you after you complete your housing application.
4. All roommate groups must be completed by December 16, 2024. If you do not complete a roommate group by this date, you will be matched to a roommate or roommate group based on your “My Roommate profile” answers.

Applications & forms

Home

General

My profile

Housing

Resources

Resources

## Resources

Filter by title, updated by, note

all tags

Filter

Sort title date

### BedLoft Ordering Information

Updated by Troy Schillinger on Jul 6, 2020

Students in the residence halls, with the exception of Sorin Hall and some rooms in Drew Hall, have the option of ordering a furniture set up through BedLoft.

[BedLoft Updated - 2020-21 Email Content.pdf](#)

[BedLoft Updated 2020-21 Staff FAQ.pdf](#)

### Floor Plans - Apartments

Updated by Robyn Elliott on Jun 26, 2018

- [Apartments - First Floor - Main.png](#)
- [Apartments - First Floor - West.png](#)
- [Apartments - Second Floor - Main.png](#)
- [Apartments - Second Floor - West.png](#)
- [Apartments - Third Floor - Main.png](#)
- [Apartments - Third Floor - West.png](#)

### Floor Plans - Drew Hall

Updated by Robyn Elliott on Jun 26, 2018

- [Drew Hall - First Floor - West.png](#)
- [Drew Hall - Second Floor - East.png](#)
- [Drew Hall - Second Floor - Main.png](#)