

Room Selection Proxy Worksheet

This form is intended to help guide conversation between a student who needs to be proxied for the Housing Lottery and the student who is serving as the Proxy. This form can serve as a written reminder of the room preferences when the Proxy goes to the student's Housing Lottery appointment. This is **not** the Proxy Form and should not be submitted to the Res Life office.

Students who are studying abroad in the Spring must submit the **Return from Spring Study Abroad Housing Form**, no later than January 1, in order to be proxied for Room Selection. Students on campus for the Spring who cannot attend their Housing Lottery appointment must complete a **Proxy Form**, which the Proxy will bring to the proxied student's appointment.

ROOM PREFERENCES (RANK EACH ROW, 1 BEING TOP CHOICE)

<input type="checkbox"/> Single room	<input type="checkbox"/> Multiple room	<input type="checkbox"/> Studio	<input type="checkbox"/> No room type preference
<input type="checkbox"/> Suite style room	<input type="checkbox"/> Corridor style room	<input type="checkbox"/> No room type preference	
<input type="checkbox"/> Higher meal plan req.	<input type="checkbox"/> No higher meal plan req.	<input type="checkbox"/> No meal plan preference	
<input type="checkbox"/> Room facing the street	<input type="checkbox"/> Facing a quiet airshaft	<input type="checkbox"/> Facing the Quad	<input type="checkbox"/> No location preference
<input type="checkbox"/> High floor	<input type="checkbox"/> Low floor	<input type="checkbox"/> No floor preference	
<input type="checkbox"/> Room near bathroom	<input type="checkbox"/> Room away from bathroom	<input type="checkbox"/> No bathroom preference	
<input type="checkbox"/> Room near kitchen	<input type="checkbox"/> Room away from kitchen	<input type="checkbox"/> No kitchen preference	

RESIDENCE HALLS (RANK IN ORDER)

<input type="checkbox"/> Sulzberger Tower	<input type="checkbox"/> 600 W 116th Street	<input type="checkbox"/> Elliott
<input type="checkbox"/> 601 110th Street	<input type="checkbox"/> 616 W 116th Street	<input type="checkbox"/> Plimpton
<input type="checkbox"/> Cathedral Gardens	<input type="checkbox"/> 620 W 116th Street	<input type="checkbox"/> Hewitt (Quad Upperclass Meal Pan required at minimum)

Specific rooms I'm interested in:

GROUP PREFERENCES (IF APPLICABLE)

Students I wish to live in a suite with / near:

Contingency plans in case my group can't find a suite and/or must regroup:

MOST IMPORTANT CRITERIA IN SELECTION (RANK, 1 BEING TOP CHOICE)

<input type="checkbox"/> Building	<input type="checkbox"/> Room type	<input type="checkbox"/> Low or High Floor	<input type="checkbox"/> Group membership
<input type="checkbox"/> Building type	<input type="checkbox"/> Room location	<input type="checkbox"/> Bathroom / Kitchen placement	<input type="checkbox"/> Meal plan requirement

REMINDERS TO THE STUDENT SERVING AS PROXY

- Please pay attention to emails in the Spring about the Housing Lottery process, including dates & deadlines
- Get the lottery number and appointment time to select for the student you are proxying for
- Communicate the building & room selected, room prices, move-in dates, etc. to your student after the Housing Lottery

Good luck at the Housing Lottery! Please let Residential Life & Housing know if you have any questions.