

## **Instructions for Group Leader**

Log into the StarRez Housing Portal:

<https://housing.brown.edu/StarRezPortal/>


Enter the Fall 2021 Housing Lottery process

Pass the Fall 2021 On-Campus Term Selector

Read the instructions on the Holding Page

At your time of selection you can refresh the page and continue into housing selection itself

On the room list you can filter between the different room types, areas, and buildings on campus



## Room List

**Room Types**

- Double
- Double (Suite/Apartment)
- Quad
- Quad (Suite/Apartment)
- Single
- Single (Suite/Apartment)
- Trundle

**Areas**

- East Campus
- Keeney Quad
- Main Campus
- Pembroke Campus
- Wriston Quad







**Locations**

- 111 BROWN STREET
- 219 BOWEN STREET
- 315 THAYER
- ANDREWS HALL
- ARCHIBALD BRONSON
- BARBOUR HALL
- BUXTON HOUSE

Selecting housing for the Fall 2021 Semester

Please keep the following in mind when selecting housing:

- You must select housing for every member of your group
- You must fill every suite/room you select
- You will only see completely vacant rooms and suites
- You will only see housing designated for the appropriate class year for the lottery in which you are participating (either Sophomore, or Junior/Senior)


 <b>HEGEMAN 403 403A</b> 1  HEGEMAN 403 HEGEMAN HALL Main Campus <a href="#">Show Room Info</a> <a href="#">REMOVE FROM CART</a>	 <b>HEGEMAN 403 403B</b> 1  HEGEMAN 403 HEGEMAN HALL Main Campus <a href="#">Show Room Info</a> <a href="#">REMOVE FROM CART</a>	 <b>HEGEMAN 403 403C</b> 1  HEGEMAN 403 HEGEMAN HALL Main Campus <a href="#">Show Room Info</a> <a href="#">REMOVE FROM CART</a>
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[CONTINUE TO ROOM ASSIGNMENT](#)


Once you have selected housing that exactly matches the number of students in your group, you can continue to room assignment

On the Room Assignment page you can assign housing to each member of your group



## Assign Beds

### My Room



**Nick .Greene**  
Age: 27  
Gender: Male

Select Bed ▼

### My Roommates

Below are your current roommates. You can assign beds to all of them.

**Bobby Croke**  
Age: 28  
Gender: Male


Select Bed ▼


**Dave .Cavallaro**  
Age: 34  
Gender: Male

Select Bed ▼


GO BACKASSIGN BEDS

The page will show you the total listing of beds you selected on the room search page so you can assign beds to group members individually

☰ Fall 2021 Housing & Non-Resident Forms Meal Plan Selection  06:19 Log Out

Assign Beds 

My Room



**Nick .Greene**  
Age: 27  
Gender: Male

Select Bed

- Select Bed
- HEGEMAN 403 403A (1 total spaces, 1 available, 0 unavailable)**  
HEGEMAN 403 403A-1
- HEGEMAN 403 403B (1 total spaces, 1 available, 0 unavailable)**  
HEGEMAN 403 403B-1
- HEGEMAN 403 403C (1 total spaces, 1 available, 0 unavailable)**  
HEGEMAN 403 403C-1

My Roommates

Below are your current roommates. You can assign beds to all of them.

**Bobby Croke**  
Age: 28  
Gender: Male

Select Bed

**Dave .Cavallaro**  
Age: 34  
Gender: Male


Select Bed

[GO BACK](#) [ASSIGN BEDS](#)

The page will show you which rooms you've selected are still free to assign and which you have already assigned

### Assign Beds

#### My Room



**Nick .Greene**  
Age: 27  
Gender: Male

HEGEMAN 403 403A-1

#### My Roommates

Below are your current roommates. You can assign beds to all of them.

**Bobby Croke**  
Age: 28  
Gender: Male

HEGEMAN 403 403B-1


**Dave .Cavallaro**  
Age: 34  
Gender: Male

Select Bed

- Select Bed
- HEGEMAN 403 403A (1 total spaces, 1 available, 0 unavailable)**  
HEGEMAN 403 403A-1 (Taken By Nick .Greene)
- HEGEMAN 403 403B (1 total spaces, 1 available, 0 unavailable)**  
HEGEMAN 403 403B-1 (Taken By Bobby Croke)
- HEGEMAN 403 403C (1 total spaces, 1 available, 0 unavailable)**  
HEGEMAN 403 403C-1

[GO BACK](#) [ASSIGN BEDS](#)


The Room Assignment page will not let you continue unless/until you have selected housing for all of your group



## Assign Beds

All room spaces must be assigned before continuing.

### My Room



**Nick .Greene**  
Age: 27  
Gender: Male

HEGEMAN 403 403A-1 ▼

### My Roommates

Below are your current roommates. You can assign beds to all of them.

**Bobby Croke**  
Age: 28  
Gender: Male

HEGEMAN 403 403B-1 ▼

**Dave .Cavallaro**  
Age: 34  
Gender: Male

Select Bed ▼

GO BACK

ASSIGN BEDS

After all beds have been assigned, you will continue to the confirmation page

## Confirmation

These are your lottery picks. In order to actually assign the beds to your group, you must click "ASSIGN BEDS (NOT REVERSIBLE)" below. If you do not, your selection will not be saved and the rooms will not be assigned to you.

Once you click "ASSIGN BEDS (NOT REVERSIBLE)" below, your lottery picks will become fully binding.

### **BARBOUR 106, BARBOUR 106, BARBOUR HALL**

1. BARBOUR 106-1: Nick .Greene
  2. BARBOUR 106-2: Dave .Cavallaro
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[GO BACK](#)

[ASSIGN BEDS \(NOT REVERSIBLE\)](#)

This is your last chance to review your selections before you lock in the assignments and they become binding for the Fall 2021 semester.

If you click Assign Beds, the selections become binding and you have successfully completed lottery. You will receive two emails. One will confirm your assignment and the other will confirm your group's assignments. Your group will get the latter email as well.

If you went through lottery as a group of one, you will only receive one email confirming your assignment.