Completing your housing re-application online.

TIP: READ EVERYTHING. We cannot stress this enough. Throughout the entire application process you will be presented with important information on how to proceed with your application, deadlines, and other important information.

The first step in successfully completing your re-application online is to log into BOSS at http://boss.ualr.edu. On the Personal Information page, click either the Student Services tab at the top, or the blue Student Services link.
On the **Student Services** page, click the blue **Housing** link. This link will take you to the UALR Student Housing, MyHousing system.

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**Student Services**

- **Admissions**
  - Enter a new application, return to complete an application, or check the status of a submitted application

- **Housing**
  - Enter a new housing application, return to complete a housing application, or check the status of a submitted housing application

- **Registration**
  - Check your registration status: Add or drop classes; Select variable credits, grading modes, or levels; Display your class schedule

- **Confirm Your Registration**
  - Registration Confirmation for Spring 2014 will open December 19.

- **Student Records**
  - View your holds; Display your grades and transcripts; Order transcripts; Track transcript requests; Review charges and payments

- **Student Accounts**
  - View Account Balance, Make Payment Arrangements, Get Information about Deferred Payments

- **Student Request Menu**
  - Change Major/Minor, Apply for Graduation, View Online Requests
At the Select a System Screen, you will click the Go to Apply Online button. You will be taken to the Application Selection page.

Please select a MyHousing system:

<table>
<thead>
<tr>
<th>ApplyOnline</th>
<th>MyHousing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select this option if you wish to</td>
<td>Select this option if you wish to change</td>
</tr>
<tr>
<td>submit an online housing application.</td>
<td>personal/living preferences, participate</td>
</tr>
<tr>
<td></td>
<td>in room selection, choose a dining plan,</td>
</tr>
<tr>
<td></td>
<td>and more.</td>
</tr>
</tbody>
</table>

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As stated in the TIP at the beginning of this tutorial, READ EVERYTHING. There is some information on this page. Selecting the wrong application type will delay your application.

Returning students (students who already live on campus) will select Reapplication Form for Returning Students from the drop down box, and then click Next.

MyHousing @ University of Arkansas at Little Rock

Application Selection

Welcome (Student ID: T00)

General Student Housing Application is only for new students or students who do not currently live on campus. Reapplication Form for Returning Students is only for students who currently live on campus.

Please select the application you wish to begin. General Student Housing Application (Fall 2014) • Next>

Application Status

<table>
<thead>
<tr>
<th>Application Name</th>
<th>Time Frame</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Student Housing Application</td>
<td>Fall 2014</td>
<td>No Application on File</td>
</tr>
<tr>
<td>Lease Agreement</td>
<td>Fall 2014</td>
<td>No Application on File</td>
</tr>
<tr>
<td>Reapplication form for Returning Students</td>
<td>Fall 2014</td>
<td>No Application on File</td>
</tr>
</tbody>
</table>
The page that follows is the housing agreement page. Read it carefully, click *I Agree*, and then click *Next* to continue with your application.

**Housing Agreement**

Note: All Spring Balances must be paid in full by April 15th. A

I understand that acceptance of this application does not constitute
forth by UALR. I have read and understand the terms stated on this

☐ I Agree  ☐ I Do Not Agree

Next >>

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Answer the three questions on the *Personal Preferences* page then click *Continue*.

**Personal Preferences**

Questions marked with an asterisk (*) are required.

Do you plan to live on campus during the summer? (Applications will be posted on our website)  
Yes  
No

Please update your contact phone number (format as xxx.xxx.xxxx).

501-555-5555

Primary parent email.

parent@provider.com

Continue >>  
<< Back

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Here you will be able to select a new dining plan. Be sure to pick what you want because you will not be able to change your meal plan again until meal plan changes open later in the term. Click *Continue*.

**Dining Plan Selection**

This application requires that you select a dining plan to continue.

Please select a dining plan from the drop-down menu below and click submit.

C. 10 meals per week with $150 Dining Dollars - MP10 - ($1,300.00)

Continue >>
This page has some important information on it for you. Be sure to read the entire page. The application status table at the bottom of the screen confirms that Student Housing has received your completed reapplication form. But, you’re not done yet. You still need to sign your lease. Once you’ve read the entire page, click the **Next** button to be taken to digitally sign your lease.

You must digitally sign your lease in order to receive a room assignment. Read the lease (I know it’s long but reading it is for your own good), click the **I Agree** radio button, then click **Next**.

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<td>Submitted on 01/30/2014 at 10:56 AM</td>
</tr>
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29. **University Policies, Rules, and Regulations:** The student agrees, as a condition of occupancy, that violation of any University policies, rules, and regulations will be considered a breach of the housing agreement and may result in cancellation of the lease.

The University of Arkansas at Little Rock is committed to the policy of non-discrimination on the basis of race, color, sex, national origin, disability, age, religion, sexual orientation, gender identity, or veteran status in any aspect of education or employment. This and all Housing publications are available in alternative formats.

**By clicking “I agree”, you are accepting the terms of the lease.**
Congratulations! You’ve completed reapplying and signing your lease online. The table at the bottom of this page confirms that UALR Student Housing has received your reapplication form and lease. Don’t worry about the General Student Housing Application. That application is only for students who do not currently live in housing.

In a few weeks you will be able to select your roommates and/or room online so be sure to check your UALR Email and MyHousing often. Also, if you have any questions, speak with your RA.