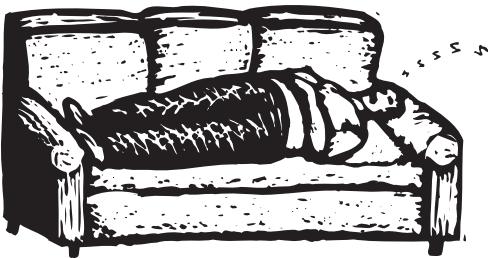


The 2011–12 Guide

to the Reed housing lottery, theme dorm
and language house selection

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REED

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Understanding Reed housing

Residence life is committed to creating a safe, positive, and welcoming community for all expressions of gender identity, sexualities, race and ethnicities, cultures, religions, nationalities, abilities, and ages for students living on and off campus.

If you have any questions after reading this guide, please stop by the residence life office, call, or email us with your questions. If you currently live on campus, your RD will also be a great resource for you.

How are rooms on campus assigned?

Because the college considers the residential experience for new students to be a critical part of their orientation, first-year, exchange, and transfer students are guaranteed housing (if application materials are submitted by the orientation deadline) with spaces reserved primarily in double and triple rooms.

Room placements for continuing students are determined with a lottery system and by application for rooms in theme dorms and language houses. While we cannot guarantee on-campus housing for all continuing students, we attempt to meet requests fairly.

Housing contracts

To live in Reed-sponsored housing, you must sign a contract for the 2011–12 academic year. It is important that you read and understand this legal, binding document.

You will sign the contract electronically when you select a room during the lottery, but we recommend that you review the contract and the *Reed College Residential Rights and Responsibilities Guide (RCRRRG)* before the lottery. Contracts and the *RCRRRG* will be available mid-March from the residence life office and online.

Once I sign the contract, can I break it?

Yes. If you inform us in writing by Tuesday, May 24, you will be free from any contractual obligation and will be refunded your full housing deposit.

If you have not cancelled by May 24, you will be obligated to fulfill your contract and live on campus for the following full academic year. (More information is available in the *RCRRRG*.) If you wish to break your housing contract after Tuesday, May 24, you must file a petition that is subject to approval. More information about petitioning to terminate a room and/or board contract may be found on the residence life website.



The lotteries

Cohort numbers are generated with the previous year's history in mind. If you were among the last 25 percent of students to choose housing, you will not be in the last 25 percent this year. Cohort numbers cannot be traded between students.

Instead of going to a centralized location, you can participate in the lottery from satellite locations. This means you may partake in the lottery by logging in to IRIS from home, the library, off campus, and abroad—almost anywhere!

Each student will be given a cohort assignment. There will be three cohorts per day: 9 a.m., noon, and 3 p.m. If a student does not participate in the lottery during the allotted span of time, he/she will continue to be able to log in to IRIS and participate in the lottery for the remainder of the process.

The lottery will be stretched over two weeks. The reason it is so long is to allow time for students to attend classes and participate in the lottery. (We wouldn't want you skipping class, now would we!) Students will be placed in cohorts of 20–25 people (depending on how many students participate in the lottery). Those who participate in the senior, summer, theme, and language house lotteries will have smaller, separate cohorts.

THEME DORM & LANGUAGE HOUSE LOTTERY

April 4 & 5

SENIOR LOTTERY

April 4 & 5

GENERAL LOTTERY

April 6–14

SUMMER HOUSING LOTTERY

April 15



How are the lottery numbers assigned?

Students are assigned to cohorts by a random number generator. Numbers may not be traded, given away, or sold. Cohort numbers will be assigned and posted in IRIS on Friday, April 1.

How do I become eligible for the lottery?

1. Pay a \$100 housing deposit to the business office by noon on Wednesday, March 30. You need to have your Reed College ID to pay your housing deposit. In person, you may pay with cash or check. Online, you may use MasterCard or American Express.

2. Register for the housing lottery through IRIS by noon on Wednesday, March 30. If you are interested ONLY in summer housing, please make sure to

select that option when registering. If you plan to live on campus during the academic year and would like summer housing you **do not** need to select the summer housing only option.

3. Look for your cohort number in IRIS on Friday, April 1.

4. Log in to <http://housing-lottery.reed.edu> to participate in the lottery at your assigned cohort time. You will also be able to link to this address through IRIS.

What if I pay the deposit after the due date?

You will receive a cohort number, but it will not be randomly assigned. You will be automatically placed in a separate and final cohort for your designated lottery.

How does the lottery work for seniors?

Rooms are set aside for seniors expecting to graduate in December 2011 or May 2012. The senior lottery is only for those rooms. Check the housing floor plans online in mid-March.

Seniors are automatically entered in both lotteries. They can select a room in the senior lottery or enter the general lottery if they feel they have a better chance of getting the room they want at that time. For example, you might have cohort number 5 in the senior single lottery and cohort number 1 in the general lottery, and you want to live in Anna Mann. When you look at the floor plans online for Anna Mann, you count eight senior singles and nine general lottery singles. Since you have a low general cohort number, it would be to your advantage to participate in the general lottery. After the senior lottery, all remaining senior-designated rooms and apartments will be made available in the general lottery. After you select a room in the senior lottery, you will receive a prompt that will allow you to select a room for summer housing if you are interested in living in the apartments for summer 2011.

What happens during the lottery?

Log in to IRIS during your designated cohort time span and pick a room! You will also select a board plan and sign your housing contract at this time. If you missed your designated cohort time, you will still be able to sign in to IRIS and participate in the lottery after that time. If you are participating in a lottery to live on campus during the academic year (theme/language, senior/general), you will receive a prompt that will allow you to select a room for summer housing, if you are interested.

If you are participating in the summer housing only lottery, you will only have the option to select a room in the apartments for summer 2011 when you log in to IRIS during your designated cohort time span.

If I am not on campus for the lottery, can I still get a room?

Since the lottery system is online, you should be able to participate anywhere you are, as long as you have an internet connection. If you will not be able to access the internet during the timeframe of the lottery, you may use a proxy. You can sign up for a proxy when housing lottery registration opens on Tuesday, March 1. Here is the process to set up a proxy:

1. Student enters the lottery application through IRIS
2. Student enters a proxy's Reed email address
3. Proxy receives a "proxy invitation" email with two links: accept proxy job or reject it; and
4. Proxy clicks "accept" link, which takes her or him to IRIS to log in, and a verification with "thanks!"

Students will be able to manage their proxy assignments through the lottery application on IRIS (a proxy can be canceled and a proxy can decline to serve). In either case, the other party receives an email verifying the action.

How does the lottery work if I want to have a roommate?

If you are interested in having a roommate, you will need to pair up before the lottery. You can do this starting Tuesday, March 1, when housing lottery registration opens. To form a roommate pair, access the lottery application through IRIS, and enter your desired roommate's Reed email address. Your potential roommate receives a "roommate invitation" with two links: to accept the roommate pairing or reject it. The roommate clicks "accept" link, which takes the student to IRIS where he or she will log in, at which point the student will see a verification with "thanks!"

If you are part of a roommate pair during the lottery, you should use the best (lowest) cohort number to select a room. Once one of you selects a room, no one else except your designated roommate can take the other spot in the room. For example: Bob and Chris have signed up to be roommates. Bob has a cohort number 2 and Chris has a cohort number 5. Bob should log in to the lottery during the designated time for the cohort number 2 to select a double room. The other spot in the room will be "saved" for Chris so no one else can select it. Chris should log in during his cohort time and select his reserved space. If he misses his cohort time, the space will still be saved until he logs in. Students will be able to manage the roommate assignment through the lottery application on IRIS. At any point during the lottery process either person may decide not to be a roommate and to participate in the lottery as an individual.

What can I do ahead of time to make my selection easier?

You might find the process easier if you study the floor plans before you participate in the lottery. The plans will be available online by mid-March.

What if I don't get a room on campus?

We can't anticipate whether or not the dorms will fill during the lottery, it all depends on how many students participate. However, if the rooms are all selected before your number comes up, your name will be added to a waiting list and you will be offered rooms as they become available.

How do I increase my chances of getting a room on campus?

You might seriously think about applying for the theme dorms or the language houses. If you apply for these spaces, you are making a commitment to live there, if accepted. If you choose not to apply to a theme dorm or language house, make sure you enter the lottery, pay your deposit, and participate in the lottery room selection. If you miss one of these steps, you will end up at the end of the lottery cohorts.

Application-only housing

Language houses

Students interested in Chinese, Russian, French, German, or Spanish can apply to live in these unique houses. Language house students are required to make a commitment to participate in the activities of the house and speak the language of the house. Applications and more information are available online.

Applications to live in language houses are due, Friday, March 4. Students accepted to a language house are not eligible for the general housing lottery. After students are accepted to a house, they will participate in the language house lottery Monday & Tuesday, April 4 & 5. After you select a room in the language house lottery, you will receive a prompt that will allow you to select a room for summer housing if you are interested in living in the apartments for summer 2011.

Theme dorms

Theme dorms are typically a floor or area within a residence hall occupied by a group of students with a common social or academic interest such as Japanese, dance, or classics. The Residence Life Committee selects theme dorms that are proposed by individuals or groups of students. After the theme dorm proposals are chosen, applications for each theme dorm become available to all continuing students. The coordinator of the dorm, along with a representative from the Residence Life Committee, will select the students to be invited to live in each of the theme dorms. Applications to live in a theme dorm are due Friday, March 4. Students accepted to a theme dorm are not

eligible for the general housing lottery but will participate in the theme dorm lottery, Monday & Tuesday, April 4 & 5. After you select a room in the theme lottery, you will receive a prompt that will allow you to select a room for summer housing if you are interested in living in the apartments for summer 2011.

Reed College Apartment housing

Year-Round Residents (squatting your current apartment)

The Reed College Apartments and the Birchwoods feature one- and two-bedroom apartments. Students who live in an apartment may stay in their current apartment for the following academic year if they agree to sign a summer housing contract. Students now living in the apartments have until noon on Monday, March 28, to reserve their current apartment. More information regarding year-round housing has been sent via email to students currently residing in the apartments. Contact residence life if you are currently living in an apartment and have not received information about this year's process. Summer rent prices are set by the college in mid-March.



All apartments that are not used for year-round residents are available in the lottery process.

Year-round Apartment Residents (squatting summer 2012)

We are in the process of planning future renovations to the Birchwood Apartments. At this time, we do not know which apartments (RCAs and/or Birchwoods) will be available for summer 2012. Please keep this in mind when selecting an apartment in the lottery.

Summer 2011 Housing

We cannot guarantee that we will have availability for everyone who wishes to live in an apartment this summer. Please take this into consideration with your summer plans.

Summer housing allows students to have a place to live all summer without having to worry about storing their belongings and not having a place to live. The apartments are fully furnished and have full kitchens and internet access. We do not provide houseware items.

If you are participating in the lottery to live on campus during the academic year (theme/language, senior/general), you will receive a prompt (after you select a room during your specific lottery) that will allow you to select a room for summer housing if you are interested and if there are still

spaces available. Anyone who has registered for the summer-only housing lottery will log in during the designated cohort time for an opportunity to select a room for summer 2011. The apartments are popular for the summer and usually fill up during the summer-only lottery period.

Birchwood apartments that are not reserved for year-round residents are available to Reed students for the summer. The apartments are rented for a period that starts when the dorms close in the spring and ends a few weeks before the dorms reopen. Students who have a housing contract for the 2011–12 academic year are able to move from their summer apartments directly to their dorm room. If you are moving into a different apartment for the academic year, this option may not be available to you.

Off-campus housing information

If you prefer to live off campus, there are a couple of resources available to you, including an Off-Campus Housing Guide and online housing postings. Many students choose to live off campus for one or more of their college years, and it can be a wonderful experience. We advise you to talk with other students about off-campus living and to read the materials available so that you understand your legal rights when making agreements and signing leases. More information about these resources can be found at www.reed.edu/res_life/off_campus/.

Important dates to remember

February 21–March 4

Theme dorm and language housing applications available

March 1

Lottery registration opens/housing deposit
Squatting process begins

March 28

Deadline to reserve squatted apartments

March 30

Deadline for housing deposit & registering for the lottery

Deadline to sign up for a proxy

April 1

Lottery cohort numbers available in IRIS

LOTTERIES

April 4 & 5: theme and language

April 4 & 5: senior

April 6–14: general

April 15: summer

May 24

Last day to cancel housing contract