

Step 1: Log into your roommate gateway profile or create one at pepperdine.roommategateway.com

Step 2: At the bottom of the Student Information section, make sure to select summer 2015. After you are done with this section click update.

Student information

\* I am a

- a new student
- returning student
- a transfer student

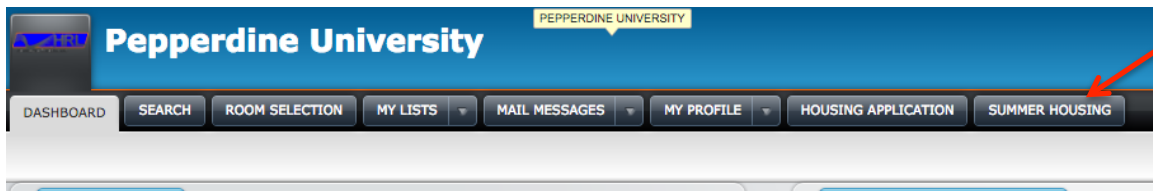
\* Application period

- 2014-15 academic period
- 2015-16 academic period
- 2015/2016 Full Year Contract
- Summer 2015
- Bible Lecture 2015

\* How many semesters you have lived on campus?

Note: The summers don't count

Step 3: After you have finished creating your profile click on the **Summer Housing** tab.



Step 4: Select which summer sessions you will be requesting housing for then click the save button to move on to the next step.

Summer

Basic Info

Please select the summer session(s) you intend to be enrolled and live in HRL housing. Summer Housing is offered on a first come, first served basis and assignments will be shared via email in April 2015.

- Summer Session 1, 2015
- Summer Session 2, 2015
- Summer Session 3, 2015

Action

Cancel Save

Step 5: After selecting which sessions you would like to request housing for, you will be prompted to select which buildings you would like to live in. Next insert the name of one roommate request (leave blank if you do not have a roommate request).

### Building preference

Application Period: **Summer Session 1, 2015**

Building:  

Application Period: **Summer Session 2, 2015**

Building:

Application Period: **Summer Session 3, 2015**

Building:

### Roommate preference




Step 6: After requesting your housing preferences and inserting your roommate's name, take the following steps.

- Click which sessions you would like to have a meal plan for.
- Pull over the tabs on the agreement statements and initial.
- Pull over the "I affirm" statement tab and finally click save.

TIP: Tabs will turn blue once they have been pulled over.


I would like to have Summer Meal Plan B for

Summer Session 1, 2015 

Summer Session 2, 2015


Summer Session 3, 2015

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I am aware that by submitting the above housing contract, I am responsible for upholding the terms and conditions of the contract, Housing & Residence Life Policies, and the Pepperdine University Student Handbook. I understand that this includes all charges for the housing assignment, meal plan, and any fees. 

I understand that by submitting the above housing contract it Does Not guarantee a space/bed on campus, it just allows me to select a bed when HRL opens the room selection portal. If I do not get a room during open room selection, I can request to be placed on a waitlist and assigned the first available space. (Any student that has not fulfilled the residency requirement will be placed in a bed whether or not a contract is submitted.)

Initial Here


I affirm that I have read and understand the terms and conditions of this contract, and agree to the guidelines set forth in University documentation. 


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Step 7: To confirm that your summer housing contract has been submitted, please check under the Status section on your roommate gateway dashboard page to see the confirmation.

**Status**

 **Your Contract For for Summer 2015 Has Been Submitted**

 **You have not chosen any roommates yet. Click [Search To View Potential Roommates In Summer 2015.](#)**

