Assignment Priorities:

To increase opportunities for first-time freshmen to live in the University residence halls, to provide reasonable consideration to current residents who want to return to the residence halls, and to extend opportunities to other housing applicants, available residence hall bed spaces shall be assigned to residence hall applicants based on the following priorities.

**Priority One Applicant Status:** First-time freshman who have been accepted to UT-Arlington and have completed a residence hall application by March 18, 2010.  
- Contract offers for priority one applicants shall be sent out in February and March.

**Priority Two Applicant Status:** Current residence hall residents with housing renewal applications dated April 7, 2010 through April 9, 2010.  
- Contract offers for priority two applicants shall be sent out in April.  
- Existing residents must be current in the payment of all housing and any meal plan charges as of April 5, 2010 to be eligible to apply as a priority two applicant.

**Priority Three Applicant Status:** All other residence hall applicants not listed above.  
- Contract offers for priority three applicants shall be sent out after priority one and two applicants have been offered residence hall assignment.

In all instances, assignment to available bed spaces shall be offered on a first-come, first-served basis according to applicant’s priority status as noted above, then according to applicant’s residence hall application date.

The following policies shall also apply:

1. **Housing Eligibility:** Application for housing is separate from application to the University of Texas at Arlington. Acceptance as a student is acknowledged only through the Office of Admissions and is not a prerequisite for applying for housing; however, applicants must be accepted for admission to the University prior to a residence hall assignment being offered. The offering of a property does not guarantee or indicate that the applicant has been admitted to the university.

2. **Enrollment Requirement:** Residents must maintain enrollment in a minimum of 12 credit hours per semester to be eligible to reside in the residence halls.

3. **Early Application Encouraged:** To increase the likelihood of being offered available housing, early residence hall application is encouraged.

4. **Limited Availability and Contingency Plans:** Available residence hall bed spaces are limited. In addition, the University reserves the right to further limit the number of bed spaces available to returning residents to provide opportunities for other applicants. For
these reasons, residence hall applicants are encouraged to develop contingency plans in the event a residence hall bed is not available. In this instance, early application for alternate apartment accommodations is encouraged.

5. **Accommodation Preferences:** The assignment priorities of the Housing Office are first to offer available bed spaces on campus and second to try to accommodate room type and hall preferences as noted on the application. As reservations are confirmed, housing options will become more limited. Applicants are encouraged to list multiple room type and hall preferences to increase the likelihood of being offered available housing.

6. **Application Expiration:** An applicant, who does not receive an offer before the start of the semester may come to the Housing Office on the First Day of Classes between 8 a.m. and 11 a.m. to indicate continued interest in any beds which become available throughout the semester. Generally, a few bed spaces become available on the First Day of Classes each year because of last minute cancellations.

7. **Offer of Housing Property:** Offers for residence halls are made by phone, email, or mail. Applicants are responsible to immediately go on-line and update their Personal Contact Details if there is any change to their phone number, email address, or mailing address. Applicants are responsible for checking their email daily. Applicants are also responsible for checking their phone messages daily if they do not personally answer the phone.

8. **Acceptance of Offer:** To accept an offer, the applicant must respond promptly and without delay. The appropriate leasing personnel must receive the required documents and monetary consideration as stated in the offer, or the offer will be considered void. Occupancy is not guaranteed until a $150 residence hall deposit and $200 prepayment or proof of financial aid award have been received with all required documents by the dates outlined in the contract offer.

9. **Special Conditions - Changing Accommodation Preferences:** After submitting an initial application, some applicants may consider changing their accommodation preferences. Requesting to change your residence hall preferences is allowed up until a contract offer is made.

10. **Special Conditions - Accommodations for Students with Disabilities:** Many properties are already accessible for students with disabilities. If you have special needs because of a disability, you must note this on your application and contact the Office for Students with Disabilities 817-272-3364. You may also visit [www.uta.edu/disability](http://www.uta.edu/disability) for more information. Special requests should be made as soon as possible. Major alterations may require 4-6 weeks for completion.

11. **Policies Subject to Change:** The University, in its sole discretion, reserves the right to make exceptions and changes to the assignment priorities and policies without prior notice and without compensation to applicants waiting for assignment to university housing.

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