

Step 1. Navigate to StarRez housing portal at <https://uis.starrezhousing.com/StarRezPortal/>



Step 2. Log into StarRez using your UIS netID and password

☰ Home **Student Login**

Mission Statement:

UIS Department of Residence Life fosters an inclusive community environment strongly supportive of academic and personal growth among students through progressive, collaborative and intentional experiences. Residence Life strives to provide diverse and inclusive traditions which enhance the development of the whole student, support a safe living-learning environment, and deliver excellent customer service.

Vision Statement:

To be considered a premier residential program and innovative Residence Life team in the collegiate housing field, which challenges students to successfully lead, live, learn, and work in supportive, collaborative, and diverse learning communities.



Step 3. Select manage my housing



Home

Test Payment Process

Manage My Housing!

Log Out

Welcome to the Student Housing Portal

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Step 4. Select continue on the contract for your Academic Year



Home

Test Payment Process

Manage My Housing!

Log Out

Housing Application/Contract Term Selection

Please select a Academic Year or Term below to start or continue with your housing application/contract.

Academic Year 2024-2025

8/23/2024 -

You started your housing application/contract for **Academic Year 2024-2025** on **4/25/2024**, and have **signed and agreed to the housing application/contract** as of **5/6/2024**.

You have a deposit on file.

Your housing application/contract is complete as of **5/6/2024**.

Continue

- Home page
- Personal Details and Demographic Information
- Profile Questions
- Living Learning and Themed Housing
- Communities - Specialty Housing
- Building and Room Preferences
- Select a Specific Roommate
- Meal Plan Selection
- Housing
- Application/Contract Acceptance and Signature:
- Application/Contract Summary

Select a Specific Roommate

Roommate Requests

The Department of Residence Life attempts to honor mutual roommate requests, however there are no guarantees. If you participate in a Living Learning Community, you are encouraged to live within the designated wing or floor with students in the same Living Learning Community.

If you already know who you want to live with, you can enter their UIN to request a roommate match with them. All roommates will have to agree to the match.

Click Search for Roommate by UIN below to request a known roommate. The person who are requesting as a roommate must have started their housing application/contract to be searchable for a match.

If you are a new incoming student and have not found a roommate yet, come back to the Student Housing Portal after 3pm on May 1 - June 25 to search for a roommate!

[Search for Roommates by Details](#)

Save & Continue

Step 5. Go to the "Select a Specific Roommate" page

Step 6. Select "Search for Roommate by Details"

- Home page
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Roommate Search By Details

Search for a roommate below using a person's UIN or Roommate Matching Screenname. They will find their Roommate Matching Screenname on their Profile Questions page in the application.

UIN:

Roommate Search Screenname:

Exclude results that cannot be added or joined

Roommate Management Page

Search

Step 7. Enter your desired roommate's UIN or StarRez screenname to find them

- Home page
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Roommate Search By Details

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UIN:

Roommate Search Screenname:

Exclude results that cannot be added or joined

Roommate Management Page Search

Classification: Freshmen
Gender: Female
Description:

57% Match

Send Roommate Request
Join Group
Send Message
View Profile

Step 8. Either send a roommate request OR you can select join group if there is a pre-existing group that you are joining



Impersonation

Messages

Home

.Test Payment Process

Manage My Housing!

Welcome to Your Home Away from Home at UIS

Housing Application/Contract Submission Conditions:

Thank you for your interest in on-campus housing for the 2024-2025 Academic Year (which includes both the Fall 2024 and Spring 2025).

Before filling out the housing application, please ensure that your UIS email is set up. This step is essential to complete before proceeding with the application.

Take a moment to review the Housing Options page of the Department of Residence Life website for virtual tours, floor plans, amenities, what and what not to bring to campus and other very important information required to accept the terms and conditions of the housing application/contract at the following link: <https://www.uis.edu/residencelife/ApplyforHousing/housing-options-and-amenities/housing-options>

If you are under the age of 18, you will need to obtain a co-signature from a parent or legal guardian on the Under 18 Consent Form at the following link:

<https://www.uis.edu/sites/default/files/2021-05/Under18ContractConsentForm.pdf>

Step 9. You will be notified through StarRez with any roommate requests

Home Manage My Housing! Log Out

- Themed Housing
- Communities - Specialty Housing
- Building and Room Preferences
- Select a Specific Roommate
- Meal Plan Selection
- Housing
- Application/Contract
- Acceptance and Signature: Incoming Requests
- Roommate Selection
- Application/Contract
- Summary

Check this box to make yourself visible in Roommate Search results

You have not selected any roommates
Roommate searching options are below to the right.

[Search for Roommates by Details](#)
[Search for Roommates by Roommate Profiles](#)
[Suggest Roommates](#)

Incoming Requests

Hannah22364fc1cb37828
Leader: [Redacted]
Members: [Redacted]
Expiry Date: 7/30/2024 10:35

Accept
Decline

Save & Continue

Step 10. Navigate to the “Roommate Selection” page to accept or decline. After request has been sent, you have **7 days** to accept.

Step 11. The person who sent the request (The Group Leader) then needs to log back into their account and verify the group once the request has been accepted. If the group is not verified then you will NOT be rooming together. Open your contract and navigate to the “Roommate Selection” page.

- Home page
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Roommate Selection

Your request to add Nyssa33452 to group Hannah22364fc1cb37828 has been sent.

Your Roommate Search Screen Name: [Redacted]

Roommate Matching Classification: Freshmen

Check this box to make yourself visible in Roommate Search results

Verify Group **Delete Group**

[Search for Roommates by Details](#)
[Search for Roommates by Roommate Profiles](#)
[Suggest Roommates](#)

Hannah22364 (Group Leader)
Classification: Freshmen
Gender: Female
Description:

View Profile

Outgoing Requests

Ny: [Redacted]
Age: Unknown
Classification: Freshmen