



AUSTIN
COLLEGE

Student Life

2-Person Flats Application

Available March 2nd — March 16th

This document contains step-by-step, visual instructions on how to complete the 2-person Flats housing application for the 2020-2021 academic year. If you have questions after reviewing this information, please contact Student Life at 903-813-2306 or studentlife@austincollege.edu.



CURRENT STUDENTS - STUDENTS MENU

The following links may display confidential information.

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Financial Information

Click on Student Housing
Applications

Student Housing Applications

* = Required

Choose Desired Application

- Two person Flats Application
- Four Person Housing Application Flats/Su
- Traditional Hall Double Room Application
- Village on Grand Housing Application
- Single Room Application

SUBMIT

LOG OUT

MAIN MENU

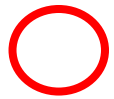
STUDENTS MENU

HELP

CONTACT US

Select the Two Person Housing Application from the drop down box

Click Submit



Read through the instructions.
Be sure to check the verification box after completed Step 1.

Your Information

ID Number 0365981

Name Kristie Roo

E-mail kroo14@austincollege.edu



I have verified my information as listed above is correct.

Verify your information is correct, then check the box.

Roommates' Information

Roommates' Information

Please fill in your intended roommates IDs and click submit to auto-populate their names. After checking each roommate's name, enter a duration of stay for each roommate and check the verify box. If a name comes up incorrectly re-enter the respective ID and click submit again.

Once you have verified all information click submit again to save your application.

Last 7 Digits of AC ID*

0123456

Name (click submit to populate)

Duration

Verify

SUBMIT

Click Submit

Enter the last 7 digits of the individuals you wish to room with

Roommates' Information

Please fill in your intended roommates IDs and click submit to auto-populate their names. After checking each roommate's name, enter a duration of stay for each roommate and check the verify box. If a name comes up incorrectly re-enter the respective ID and click submit again.

Once you have verified all information click submit again to save your application.

Last 7 Digits of AC ID*	<input type="text" value="0123456"/>
Name (click submit to populate)	<input type="text" value="Katie Roo "/>
Duration	<input type="text"/>
Verify	<input type="checkbox"/>

SUBMIT

After clicking Submit, your roommates' names should automatically populate. Check to ensure they are correct. If they are incorrect, check the ID number and try again.

Roommates' Information

Please fill in your intended roommates IDs and click submit to auto-populate their names. After checking each roommate's name, enter a duration of stay for each roommate and check the verify box. If a name comes up incorrectly re-enter the respective ID and click submit again.

Once you have verified all information click submit again to save your application.

Last 7 Digits of AC ID*	0422456
Name (click submit to populate)	Fall Only
Duration	Spring Only
Verify	<input type="checkbox"/>

SUBMIT

After ensuring all roommates' names are entered correctly, choose the duration each resident intends to reside in the Flat from the drop down menu. Then check the verify box for each individual.

Roommates' Information

Please fill in your intended roommates IDs and click submit to auto-populate their names. After checking each roommate's name, enter a duration of stay for each roommate and check the verify box. If a name comes up incorrectly re-enter the respective ID and click submit again.

Once you have verified all information click submit again to save your application.

Last 7 Digits of AC ID*	<input type="text" value="0123456"/>
Name (click submit to populate)	<input type="text" value="Katie Roo"/>
Duration	<input type="text" value="All Year"/> ▼
Verify	<input checked="" type="checkbox"/>



After verifying everything is correct, click submit.

You and your roommate will receive an e-mail in your Austin College account verifying you have submitted an application.