On-campus housing is not secure until all steps are completed. Traditional housing spaces are limited and may fill up quickly. Starting in February 2015, we will begin contacting students with paid deposits on a rolling basis via WCU email to request your housing preference information via an online form. This form will not be available until February 2015.

**How to Apply for Housing at WCU**

1. **CONGRATULATIONS!**
   You have been accepted to WCU!

2. Pay deposit

3. **STOP!**
   Please be patient. It takes a few days for your deposit to be recognized and other offices to receive your information.

4. Review the enclosed brochures and information regarding Traditional Housing (Living On Campus) and Affiliated Housing (Study Hard, Live Easy).

5. You will receive a mailing from New Student Programs with instructions for setting up your WCU email account.

6. Set up your WCU email account and check it every day.

7. Beginning in February, look for an email from housing@wcupa.edu containing a web link for the Housing Preference Form. Only utilize this web link – do not look in the MyHousing portion of your MyWCU account.

8. Complete the Housing Preference Form and select Traditional Housing or Affiliated Housing.

9. Based on availability, proceed to the checklist for Affiliated Housing or Traditional Housing. Follow instructions emailed to you.

**TRADITIONAL HOUSING**
*(Goshen Hall, Killinger Hall, Schmidt Hall, & Tyson Hall)*

- Housing Assignment & Roommate confirmation will be sent via email in late July.

- Follow the directions contained in this email. You may now utilize the MyHousing portion of your MyWCU account.

- Check your WCU email for communication from the Office of Residence Life and Housing Services with instructions for completing the application.

- Roommate matching confirmation email will be sent in late June.

- Follow the detailed directions in the Online Lease Invitation and complete every step within 10 days. You don’t have housing until all steps are completed.

- Housing Assignment & Roommate Confirmation will be sent by email in late June. **DONE!**

**AFFILIATED HOUSING/USH**
*(Allegheny Hall, Brandywine Hall, & Commonwealth Hall)*

- Check your WCU email for communication containing the Online Lease Invitation. USH does not utilize MyHousing in MyWCU, so please do not check here.

- Follow the directions contained in this email. You may now utilize the MyHousing portion of your MyWCU account.

- Roommate matching for traditional housing will occur in mid-May through June. Directions will be sent to eligible students via email.

- Roommate matching for affiliated housing is open as soon as you complete the online lease application.

- Unit selection is scheduled in May for first-year students. Further communication will be sent to students via email.

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What deposits and fees are due now?
The $200 housing deposit (paid along with the $200 acceptance fee) confirms that you want to live on campus. Affiliated applicants will pay an additional $200 non-refundable application fee at the time of application. If you are assigned to affiliated housing, the initial $200 housing deposit will be credited to your WCU account.

What is the difference between affiliated housing and traditional housing?
Affiliated housing is owned and operated by University Student Housing (USH), a subsidiary of the WCU Foundation. Traditional housing is owned and operated by West Chester University.

What steps do I need to take if I require a special accommodation?
Please call the Office of Residence Life and Housing Services to discuss your individual circumstances and review the housing options that will best meet your needs.

Why can’t I choose my housing as soon as I pay my deposit?
It takes several business days for the information regarding your deposit to be communicated from the online payment service to the housing offices. It could take up to two weeks between paying the deposit and receiving further housing instructions.

How will you contact me?
Both affiliated housing and traditional housing will utilize your WCU email address as the primary point of contact. All important communication from the University will be sent to your WCU email. For further information on setting up your WCU email account, please visit www.wcupa.edu/login.

Can I use financial aid towards housing costs?
Yes! For affiliated housing, you will need to make out of pocket payments to USH until financial aid is disbursed. USH sends a separate invoice from WCU. For traditional housing, financial aid will be applied to your WCU account, which includes housing costs.