

# Returning Student Housing Guide

UNIVERSITY OF ARKANSAS AT PINE BLUFF  
Housing Selection Process for Returning Students

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# Welcome to the Returning Student Housing Selection Guide

This guide assists returning students with information related to the housing selection process, including how to complete a housing application, how to form a roommate group, and how the room assignment/confirmation portion of the process works.

All housing selection processes will be completed online through your RESIDENCE account.

The Table of Contents page lists the categories of information related to returning housing selection process. Each category heading will act as a link to a specific section, allowing you to search for content faster. Each slide also contains a link back to the Table of Contents, as seen below.

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# Important Dates (1 of 2)

- ▶ **March 28, 2022 @ 1:00 P.M. Housing Applications Available Online.**
- ▶ **Before March 28, 2022 there will not be any Housing Selection.**
- ▶ **Online Housing Application Deadline is May 6, 2022 @ 5:00 P.M.:**
  - ▶ All housing applications are due at this time to be considered for room selection online.
  - ▶ All housing applications received after the deadline will have to come to contact housing.
  - ▶ **Students who submit a housing application after the deadline will be placed in available space after room selection has been completed.**

(“Important Dates” continued on the next slide)

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# Eligibility for Housing Selection (1 of 2)

- ▶ Who is Eligible for the Housing Process?
- ▶ **Students who will be eligible** and will automatically receive an application on : March 28, 2022
  - ▶ Student's with a \$0 to \$200.00 balance
  - ▶ Student's with a balance of \$200 or more IF
    - ▶ They are current with a payment plan through Financial Aid
    - ▶ They are current with a payment agreement from past semester balances by Financial Aid

(“Eligibility” continued on the next slide)

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# Eligibility for Housing Selection (2 of 2)

- ▶ **Who is not Eligible for the Housing Process?**
- ▶ **Students that are not currently eligible** will not be allowed the opportunity to apply for housing because:
  - ▶ Student balance is more than \$200
  - ▶ Student do not currently have a Payment Plan Agreement with the Office of Financial Aid.

(“Eligibility” continued from the previous slide)

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# Logging Into Your RESIDENCE Account

- ▶ Its Easy! Log into your RESIDENCE online account at <https://www.uapb-residence.simplicity.com>
- ▶ Make sure you select the “Resident” login
  - ▶ Username is your entire UAPB email address
    - ▶ (example: [doej1357@uapb.edu](mailto:doej1357@uapb.edu))
    - ▶ **Note: When logging in, please remember to use your UAPB email address.**
  - ▶ Use the same password you use to login to webadvisor.
- ▶ Is your log in not working?
  - ▶ If students forget their password, they are asked to reset their password at <https://passwordrecover.uapb.edu/react/>. Make sure your password is at least eight characters and includes numbers.
  - ▶ If you still need help, please contact Residence Life for assistance
    - ▶ Email: [reslife@uapb.edu](mailto:reslife@uapb.edu)
    - ▶ Phone: 870-575-7256





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# Completing Your Application


Home Applications Roommates My Account More

Abby A. Teststudent  
Your Roommate Code: **nadorple969**

 Assigned Roommates  
*You currently have no roommates.*

 My Room  
*You currently have no rooms.*

 Applications  
Start, continue or view the application(s) listed below.

 Announcements  
*There are currently no announcements.*

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2022-2023 Housing Application - Returners [Get Started](#)

After you log into your RESIDENCE account click the “Get Started” button and begin your 2022-2023 Housing Application

Once you have completed your housing application and paid the deposit please click the “Submit” button!

You should receive a confirmation when your housing application is approved

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# Selecting and Building Roommate Groups (1 of 2)

Home Applications **Roommates** My Account More

Abby A. Teststudent  
Your Roommate Code: nadorple969

Assigned Roommates  
You currently have no roommates.

My Room  
You currently have no rooms.

Applications  
Start, continue or view the application(s) listed below.

Announcements  
There are currently no announcements.

2022-2023 Housing Application - Returners **Get Started**

Quick Links  
Other

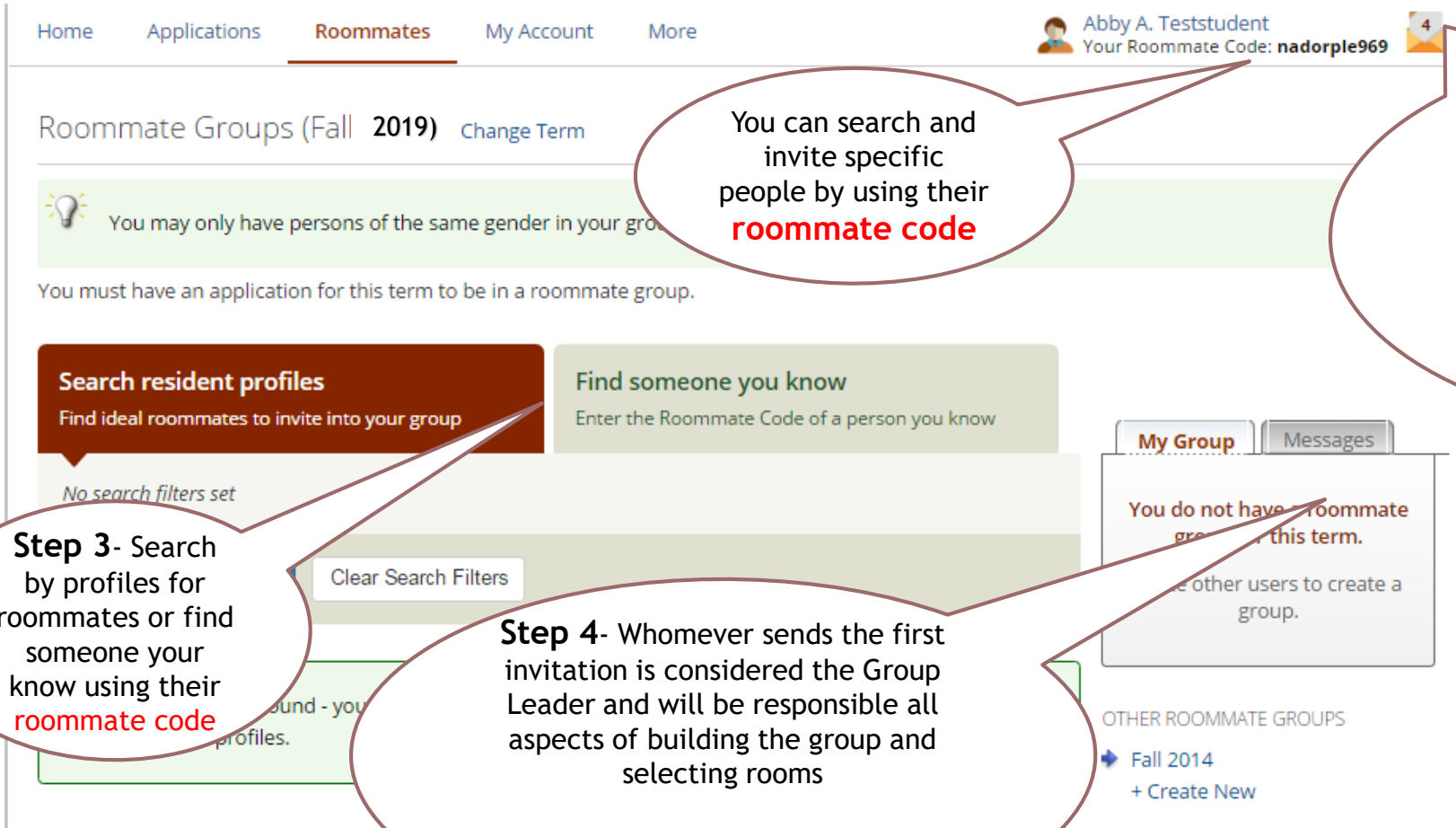
**Step 2-** Click on the “Roommates” tab and select the Fall 2019 term

**Step 1-** You must have an approved Housing Applications before you can select or be selected for a roommate group

(“Selecting and Building Roommate Groups” continued on the next slide)

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# Selecting and Building Roommate Groups (2 of 2)



You can search and invite specific people by using their **roommate code**

Group members will receive an invitation from the Group Leader. You can accept or reject this invitation. If you accept the invitation, you will then be added to the "group"

Only Group Leaders can invite or remove group members from a group.

**Step 3-** Search by profiles for roommates or find someone you know using their **roommate code**

**Step 4-** Whomever sends the first invitation is considered the Group Leader and will be responsible all aspects of building the group and selecting rooms

**Group Leaders** will be identified here by a Star ★

- The Group Leader** ★
- Is the first person to send an invitation
  - Will be the person who invites the other group members
  - **Responsible for selecting the rooms during room selection at their appointed time**
  - **Can select another group member to be the group leader**
  - Has the ability to release other members from the group

("Selecting and Building Roommate Groups" continued from the previous slide)

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# Additional Important Information

## ▶ Resources that can help with the process

### Office of Residential Life

- ▶ Hours of Operation: Monday through Friday, 8:00 AM-5:00 PM; located at the Delta Annex Suite 111
- ▶ Contact by phone: 870-575-7256 or email: [reslife@uapb.edu](mailto:reslife@uapb.edu)

### Student Financial Services

- ▶ For assistance with all financial questions and processes
- ▶ Hours of operation: Monday-Friday, 8:00 AM-5:00 PM, located in Caldwell Hall Room 102
- ▶ Contact by phone: (870) 575-8302

### Disability Services and Veterans Affairs

- ▶ Provides information and supportive services to students with disabilities
  - ▶ Hours of operation: Monday-Friday, 8:00 AM-5:00 PM, located in Caldwell Hall Room 109
  - ▶ Email: Mr. Michael Bumpers, Director | [bumpersm@uapb.edu](mailto:bumpersm@uapb.edu)
  - ▶ 870-575-8089/ 870-575-4618

For more detailed information on Returning Students Housing Options including pictures and floor plans click on the link provided below:

[Upperclassman Housing Options](#)

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