

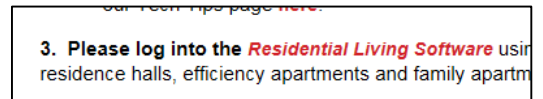
# How to Complete the Renewal Application

1. Start on the Residential Living homepage at <http://www.sulross.edu/section/304/residential-living>.

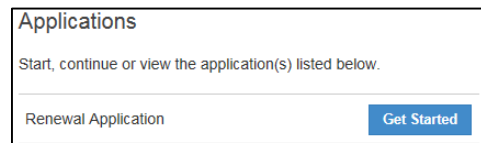
2. In the blue box on the left hand side of the screen select the Housing Application link (see picture on right)



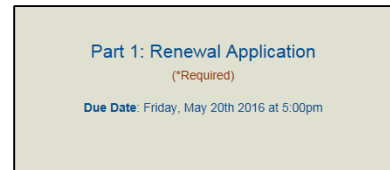
3. On the instruction page select the link on Number 3 Residential Living Software. (see image on right) Log in using the same login information as your SRSU email address but without the @sulross.edu.



4. Once into Residence, on the homepage, select the Renewal Application Get Started button. (see image on right)



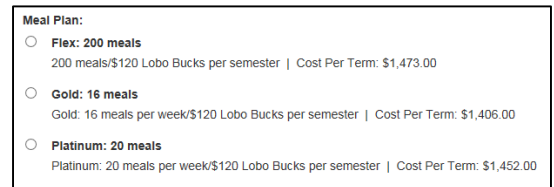
5. Select Part 1 (see image on right)



6. Please check to make sure your personal information is correct. Add your current cell phone number if it is not there already.

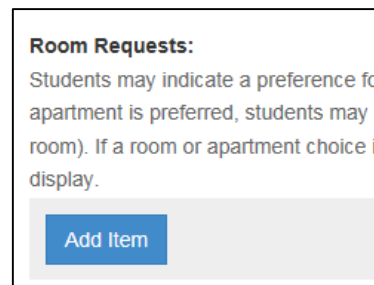
7. Please review your academic information.

8. Select a meal plan if you will live in the residence halls. (see image on right)



9. How to make a room request. (If desired)

- Select the Add Item button (see image on right)
- Select the building
- Select the floor (if desired)
- Select the apartment (if desired)



10. The Matching section is optional.

11. Please read the terms and conditions section. You must select agree to complete.

12. Be sure to submit the application.

13. Complete the roommate group if desired.

14. You're done!