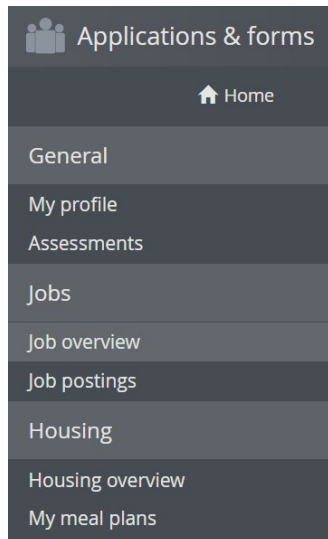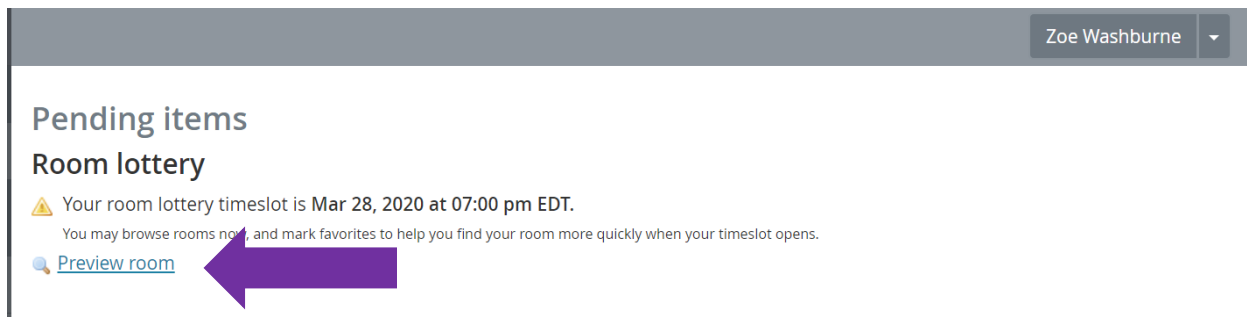# Capital University
RESIDENTIAL AND COMMUTER LIFE

Setting Room Preferences in Advance of Selection

1. Login to the eRezLife platform and select Housing Overview in the navigation pane on the left.


2. You will notice your assigned Selection time is listed in bold. Prior to this time, you may preview rooms for selection.

3. You may search for specific rooms. Vacant rooms are indicated by the 🛏 icon, and rooms that are unavailable to you are indicated by the 🚫 icon.

Find your room

- Use the search filters on the left to find a room.
- Click on an available bed 🛏 to view its details and reserve it.
- Click the star ⭐ on the right to mark the room as a favorite.

○ Only show my favorites ⭐
● Search for rooms

Building
[Cotterman Hall ▾]

Section
[First Floor ▾]

gender on the fly
☐ room
☐ suite

Room Type
☐ Double
☐ Quad

22 rooms match your search

| Room 110 | ☆ |
| 🛏 | |

| Room 111 | ☆ |
| 🛏 🛏 | |

| Room 112 | ☆ |
| 🛏 🛏 | |

| Room 113 | ☆ |
| 🛏 🛏 | |

| Room 114 | ☆ |

4. To make the room selection process easier, you can mark your favorite room(s) and view only those rooms during the Room Selection Process later.

● Only show my favorites ⭐
○ Search for rooms

Building
[Building One ▾]

Section
[First Floor ▾]

Has meal plan
○ yes
○ no
● either

Showing all 5 of your favourites

Building One
Suite 100
Room 100A 🛏 🚫 🛏 🛏
Room 100A 🛏 🚫 🛏 🛏
Room 100B 🛏 🛏

Building Three
Suite 100
Room 100A 🛏
Room 100B 🛏