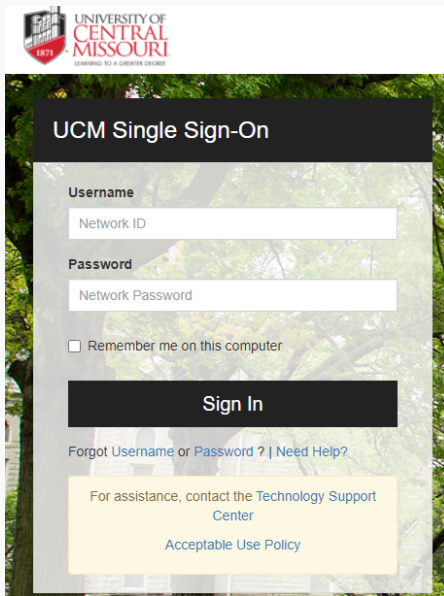


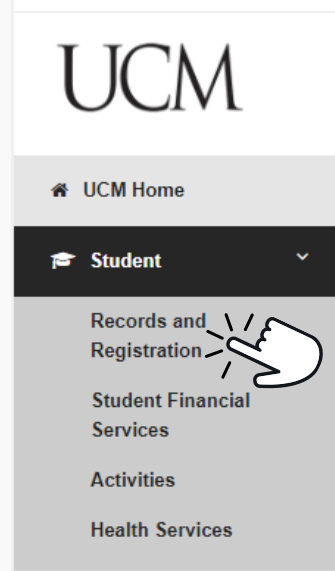
Locating Sign Up for Move-In

Fall semester only



1

Login to your
MyCentral
Account



2

Click
Records and
Registration

Scroll down to Housing located in the middle of the page



Use the scroll bar to
scroll to the bottom
to view "Housing
Assignment
Gateway"

3



Scroll to find the section for "NEW STUDENTS WHO WANT TO PREFERENCE ROOMMATE/SUITEMATES"

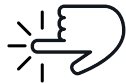


Sign-Up for Check-In (Fall Move-In Only)

Click the link below to sign up for a check-in time slot for fall semester move-in. (Central Village and Greenwood do not have to sign up)

For Dates of August 4, 5, 7, and 10: These are for early access groups **only**. Do not choose these options if you are not within these groups/authorized for these dates. We will contact you if you choose a date not authorized and require that you change it.

[CLICK HERE TO SIGN UP FOR CHECK-IN](#)



Important Move-in Guidelines and Notes:

Be sure to maximize your browser window!

Time Slot Sign Up

Welcome to Move-In 2021!

We have a sign-up process for our university apartments (excluding Central Village and Greenwood Park). ALL students must sign-up for a check-in slot.

FACE MASKS/COVERINGS:

- After considering Centers for Disease Control and Prevention (CDC) guidelines and consulting with health experts, we plan to continue to not require masks/face coverings on campus for those individuals who are **fully vaccinated** for COVID-19.
- Individuals who have **not been fully vaccinated** should follow CDC guidance, and those who desire to wear masks/face coverings may continue wearing them and are not discouraged from doing so. The CDC's complete recommendations related to wearing face coverings can be found [here](#).

OTHER IMPORTANT GUIDELINES FOR MOVE-IN

- **ONLY** the student may enter at first to obtain key(s). Family/guests must stay outside until student has obtained their key. Then they may assist in move-in
- Students are **not limited** in the number of guests they can bring for move-in, however we ask families to be conscious of others during the process.
- Please see signage for check-in locations on doors
- Volunteers will be available to help direct you to check-in locations.
- Please be sure to move all vehicles from the curb after unloading so other families may unload their vehicles.
- Trash **must** be taken to exterior dumpsters

Then, click "Next step". Due to the possible high-demand times, you might be asked to select a different date or time on the next page. Please be sure to select **CONFIRM** at the end of the process. You will be emailed a confirmation that indicates your selected time. If you need to change your time, revisit the Housing Assignment Gateway.

Choose Date Res Hall: *

Number of Additional Guests for Move In *



 Cancel  Next step

4

Click on

[CLICK HERE TO SIGN UP FOR CHECK-IN](#)

To access the module.

5

Review all information and instructions! These include move-in guidelines

6

Use the drop down menu to see available time slots for move-in.

Also enter # of guests coming with you.

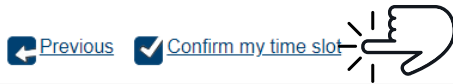
Hit Next Step

Your time is available, click to confirm!

We have confirmed that August 12 09:00 (9 am - 9:45 am) (First-Year Students Signed up for UCM Kickoff Experience ONLY) is available. If you would like to confirm this time, [click the "Confirm my time slot"](#) button below. Your time will not be selected if you do not confirm.

An email will be sent to confirm your time.

If you wish to come back to change after confirming, you must revisit the link from the Housing Assignment Gateway.



You MUST click confirm to formally select your time slot. It will not be accepted until "Confirm My Time Slot" is clicked.

Students will get a confirmation email to their UCM email and personal email on file with the University.

If you need to change your time slot, you don't need to contact us, just simply restart from step 4

