

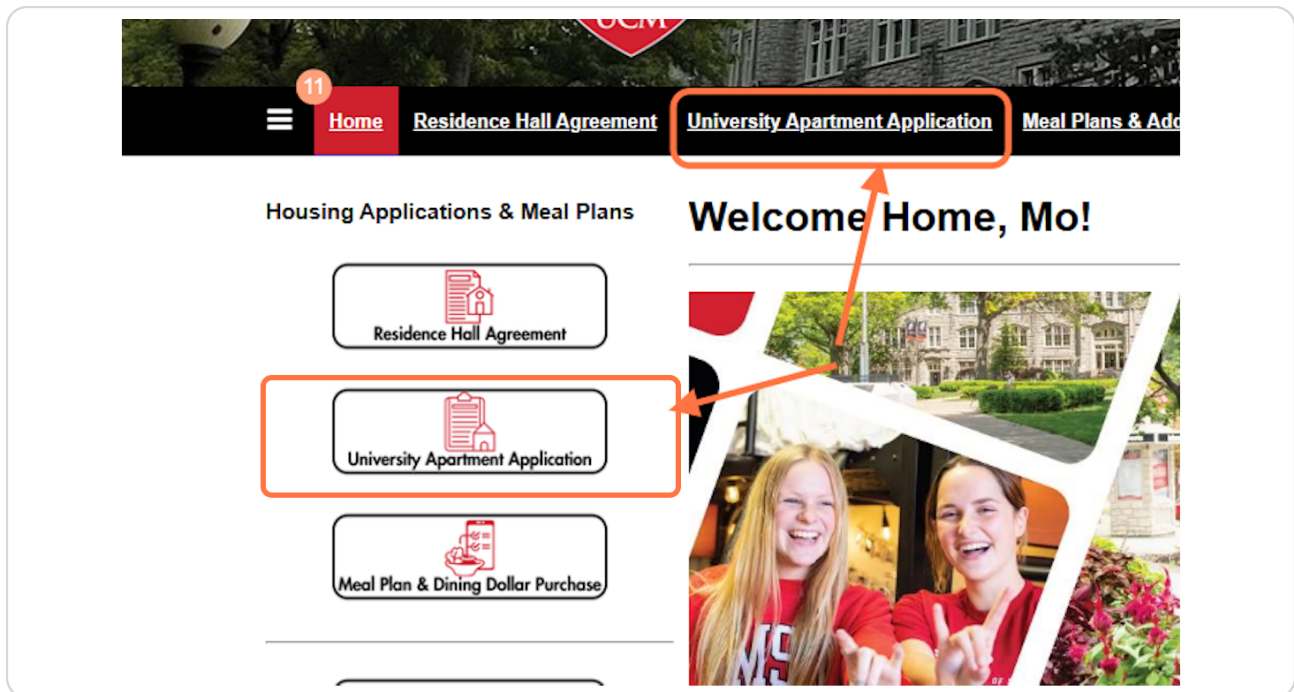
Submit Apartment Application in MyHousing Portal

Log in to MyCentral and Access the MyHousing... 31 Steps [↗](#)

You will need to then use your credentials to log into the MyHousing Portal (Same credentials as MyCentral)

STEP 1

Click on Apartment Application in either spot.



STEP 2

Review the Go Live Dates and Term Clarifiers.

Term clarifiers include which apartment complexes are included. Note that The Crossing is not an option for the Summer/Fall/Spring application. You must apply for that under Fall/Spring, and if offered, you can inquire about including the summer term prior.

Summer options are not offered in Todd or Nickerson Apartments.

Administration User

11

Home Residence Hall Agreement **University Apartment Application** Meal Plans & Add Ons Log Out

Apartment Application Term Selection

Please select a term below to start or continue with your application.

Application Go Live Dates:

Spring 2026 Applications: Open Currently

All other 2026/2027 Applications: Will go live at **8:30 am** on December 2, 2025.

Application Term Clarifiers:

Spring 2026: To apply for waitlist for apartments starting residency in spring 2026 semester.

2026-2027 Fall/Spring Apartment: To apply for waitlist for apartments starting residency in **Summer or Fall 2026** semester.

* **Summer/Fall/Spring include:** Foster-Knox, Central Village, Greenwood Park

* **Fall/Spring include:** All apartment complexes

STEP 3

Review and choose the application term for which you'd like to apply

Spring 2026 Applications: Open Currently

All other 2026/2027 Applicatons: Will go live at 8:30 am on December 2, 2025.

Application Term Clarifiers:

Spring 2026: To apply for waitlist for apartments starting residency in spring 2026 semester.

2026-2027 Fall/Spring Apartment: To apply for waitlist for apartments starting residency in Summer or Fall 2026 semester.

* Summer/Fall/Spring include: Foster-Knox, Central Village, Greenwood Park

* Fall/Spring include: All apartment complexes

<div>2026 Spring Apartment</div> <div>Please make sure you are applying for the appropriate term session(s) whether that is housing for the full academic year (fall and spring) or spring semester only. The term session is listed above.</div> <div></div>	<div>Apply</div>
<div>2026-2027 Fall/Spring Apartment</div> <div>Please make sure you are applying for the appropriate term session(s) whether that is housing for the full academic year (fall and spring) or spring semester only. The term session is listed above.</div> <div></div>	<div>Apply</div>
<div>2026-2027 Summer/Fall/Spring Apartments</div> <div>Please make sure you are applying for the appropriate term session(s) whether that is housing for the full academic year (fall and spring) or spring semester only. The term session is listed above.</div> <div></div>	<div>Apply</div>

STEP 4

Click on Apply for the application term for which you wish to apply.

housing for the ed above.

Apply

STEP 5

Click on Start Application

11

Home

Residence Hall Agreement

University Apartment Application

Meal Plans & Add Ons

Home page

Personal Details

Room Preferences - Not Central Village or Greenwood) & Roommate Question Page

Roommate Information

Apartment Housing Contract

Housing Administration Fee Information

Shopping Cart Checkout

TouchNetTLink - Housing Deposit PROD

University Apartment Applications

Please Note: Apartments are waitlist based and offers are not gauranteed. Offers are basev time of submission and are offered based on individual waitlist position.

You can view apartment timelines include offer timelines at ucmo.edu/housignup

Start Application

STEP 6

Review Your Personal Details

This will include your date of birth and credit hours which are all included in apartment qualifications. The application takes into account UCM Accepted Hours, current enrolled hours, and future enrollment. Your age at the start of the term is factored in as well.

If your UCM accepted credit hours are not correct, you are likely missing transcripts or those have not been processed. For questions on your transcript processing, email processing@ucmo.edu.

The screenshot displays the UCM Housing Portal interface. At the top, a blue header bar shows 'Administration User' on the left and '7 6 Edit Portal' on the right. Below this is a banner image with the UCM logo and the text 'REDEFINING WHAT'S POSSIBLE'. A navigation bar contains links: 'Home', 'Residence Hall Agreement', 'University Apartment Application' (highlighted), 'Meal Plans & Add Ons', and 'Log Out'. The main content area is titled 'Personal Details' and includes a sidebar with a list of links: 'Home page' (checked), 'Personal Details', 'Room Preferences - Not Central Village or Greenwood) & Roommate Question Page', 'Roommate Information', 'Apartment Housing Contract', 'Housing Administration Fee Information', 'Shopping Cart Checkout', 'TouchNetLink - Housing Deposit PROD', and 'Shopping Cart Receipt'. The 'Personal Details' section contains the following information: 'First Name: Mo', 'Last Name: The Mule', 'UCM ID (700#): 700987654', 'Date of Birth: 1/3/2007', 'Current Age: 18', 'Legal Sex: Male', 'UCM Accepted Credit Hours: 6.0000', 'Current Enrolled Credit Hours: 14.0000', 'Future Fall Enrolled Credit Hours: 0.0000', 'Future Spring Enrolled Credit Hours: 15.0000', and 'Future Summer Enrolled Credit Hours: 0.0000'. Below this is the 'Accommodation Information' section, which states: 'If you have any chronic ailment or disability that would require special accommodation, please reach out to the Office of Accessibility Services (OAS) who must review that documentation and make referrals as needed. This information is voluntary but needed by the University in order to reasonably accommodate students covered by section 504. You may contact OAS at access@ucmo.edu or visit <http://ucmo.edu/access>.' The entire content area is enclosed in an orange border.

STEP 7

Please note any special medical requests, which should also be on file with the Office of Accessibility Services. This would include a wheelchair accessible (ADA) room, bedshaker/strobe, etc.

tion

Future Spring Enrolled Credit Hours: 15.0000
Future Summer Enrolled Credit Hours: 0.0000

ing Cart Checkout

etLink - Housing
.PROD

ing Cart Receipt

Accommodation Information

If you have any chronic ailment or disability that would require special accommodation, please reach out to the Office of Accessibility Services (OAS) who must review that documentation and make referrals as needed. This information is voluntary but needed by the University in order to reasonably accommodate students covered by section 504. You may contact OAS at access@ucmo.edu or visit [\[ucmo.edu/access\]](http://ucmo.edu/access) (<http://ucmo.edu/access>).

Please note any special medical requests below.

Qualifications

Qualifications for Apartments vary based on complex.

Regarding credit hours:

STEP 8

Review the notes regarding qualifications.

Qualifications

Qualifications for Apartments vary based on complex.

Regarding credit hours:

Applications for future summer/fall/spring applications are inclusive of institutional hours (UCM accepted credit hours), current enrolled fall hours (if apply during the fall semester), and future spring enrolled hours. These all must add up to equal the apartment credit hour criteria in order to **apply**.

Age requirements:

are based on meeting the age requirement before or on the first-date of the term for which you are applying.

STEP 9

Select your eligibility path

This allows students who are married and/or have children to select that they are applying for our primary family apartments, in case they don't meet other qualifications

OR

If you are applying based on other qualifications (such as meeting the credit hour or age requirements)

Applications for future summer/fall/spring applications are inclusive of institutional hours (UCM accepted credit hours), current enrolled fall hours (if apply during the fall semester), and future spring enrolled hours. These all must add up to equal the apartment credit hour criteria in order to **apply**.

Age requirements:
are based on meeting the age requirement before or on the first-date of the term for which you are applying.

Eligibility Path

University Housing provides housing that allows students to be qualified if they are married and/or have legal/physical custody of a dependent/child.

Please select your eligibility path:

Family Housing or Other Qualifications (Required)

▼

Yes - I am applying for Family Housing and attest that I meet the criteria (married and/or legal/physical custody of a dependent child)

No - I am applying for apartments based on other qualifications

Save & Continue

Save & Continue

YOF
! A I

Contact Us
University Housing

STEP 10

Choose Your Option

University housing provides housing that allows student legal/physical custody of a dependent/child.

Please select your eligibility path:

Family Housing or Other Qualifications (Required)

No - I am applying for apartments ... ▾

Save & Continue

UNIVERSITY OF
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STEP 11

Choose your location and room preference

Location is the Complex/Building and Room Preference is the apartment type (one, two, three, four-bedroom, etc.)

11 Home Residence Hall Agreement **University Apartment Application** Meal Plans & Add Ons Log Out

✓ Home page

✓ Personal Details

Room Preferences - Not Central Village or Greenwood) & Roommate Question Page

Use the Add Preference button to the right to add up to three room preferences.

Please add at least 1 preferences. Please select at least 0 unique locations.

Add Preference

Order	Location	Room Preference	Delete
1	---Please Set... ▾	▾	Delete

You can add 5 more preferences.

Roommate Information:

I understand that if I do not request a roommate or if the roommate listed does not meet eligibility requirements, I will accept the apartment as a single (Excluding The Crossing where it is rented by the University. Roommates will need to be eligible to occupy the apartment. These individuals must also

STEP 12

Click on Add Preference to add more preferences

room preferences.

unique locations.

Add Preference

n Preference Delete

STEP 13

You choose your preferences in rank order (1 being the 1st Choice)

Please add at least 1 preferences. Please select at least 0 unique locations.

Order	Location	Room Preference	D
1	Foster-Knox	---Please Sel...	
2	---Please Sel...		
3	---Please Sel...		

STEP 14

This includes both location and room preference for each.

Please add at least 1 preferences. Please select at least 0 unique locations.

Add Preference

Location	Room Preference	Delete
Foster-Knox ▾	Foster-Knox ... ▾	Delete
---Please Sel... ▾	▾	Delete
---Please Sel... ▾	▾	Delete

STEP 15

Continue to add as many preferences as you wish/that the process allows.

[Personal Details](#)

Room Preferences - Not Central Village or Greenwood) & Roommate Question Page

Roommate Information

Apartment Housing Contract

Housing Administration Fee Information

Shopping Cart Checkout

TouchNetLink - Housing Deposit PROD

Shopping Cart Receipt

Use the Add Preference button to the right to add up to three room preferences.

Please add at least 1 preferences. Please select at least 0 unique locations.

Add Preference

Order	Location	Room Preference	Delete
1	Foster-Knox ▾	Foster-Knox ... ▾	Delete
2	Nickerson Ap... ▾	Nickerson O... ▾	Delete
3	The Crossin... ▾	Crossing Fo... ▾	Delete
4	The Crossin... ▾	Crossing Tw... ▾	Delete

Roommate Information:

I understand that if I do not request a roommate or if the roommate listed does not meet eligibility requirements, I will accept the apartment as a single (Excluding The Crossing where it is rented by the

STEP 16

Review Statement

You must review and acknowledge agreement to this statement in order to proceed.

Roommate Information:

I understand that if I do not request a roommate or if the roommate listed does not meet eligibility requirements, I will accept the apartment as a single (Excluding The Crossing where it is rented bedroom. However you still must list any applicable roommate requests. Those individuals must complete the application.)

☒ I agree to the above statement: (Required)

Roommates are UCMO Students/non- UCMO Students (Required)

Save & Continue

STEP 17

Select Yes, my roommate(s) are UCM students. from Roommates are UCMO Students/non- UCMO Students

Roommate Information:

I understand that if I do not request a roommate or if the roommate listed does not meet eligibility requirements, I will accept the apartment as a single (Excluding The Crossing where it is rented bedroom. However you still must list any applicable roommate requests. Those individuals must complete the application.)

☒ I agree to the above statement: (Required)

Roommates are UCMO Students/non- UCMO Students (Required)

Yes, my roommate(s) are UCM students.

No, my roommate(s) are not UCM students.

My Roommate(s) are both UCM and non-UCM students.

I am not requesting any roommate(s) for my apartment application.

STEP 18

Click on Save & Continue

Roommates are UCMO Students/non- UCMO Stude

Yes, my roommate(s) are UCM st... ▼

Save & Continue

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CENTRAL
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STEP 19

Enter information regarding roommates including legal first and last name, if they are a UCM student and UCM ID# if applicable.

If you are applying for Central Village or Greenwood and including your spouse and/or child, please include their name, relationship, and if expecting, the due date.

All preferred roommates who are also UCM students must also apply and apply early enough to be offered. Roommate preferences are not honored if they do not apply.

The screenshot displays the 'University Apartment Application' portal. The header includes the UCM logo and the tagline 'REDEFINING WHAT'S POSSIBLE'. The navigation bar shows 'Home', 'Residence Hall Agreement', 'University Apartment Application' (active), 'Meal Plans & Add Ons', and 'Log Out'. A sidebar on the left lists various application steps, with 'Roommate Information' highlighted in red. The main content area is titled 'Roommate Information' and contains the following fields:

- 1. Roommate #1 Name First/Last: A text input field with 'First and Last Name' entered.
- 1. Is this Person a UCM Student? Yes/No: A dropdown menu with 'Enter Yes or No' selected.
- 1. Roommate #1 ID (700#) if UCM Student: A text input field with 'Example: 700123456'.
- 1. Relationship: A dropdown menu with 'Roommate or Dependent Under 18' selected.
- 1. Birthdate if Dependent is Under 18 Years Old: A date input field with 'mm/dd/yyyy' placeholder.

Below these fields, there is a section for 'Roommate Preference 2:' with a text input field for '2. Roommate 2 Name First/Last'.

STEP 20

Add up to 5 if needed

The screenshot shows a web application interface for the University of Central Missouri. At the top, a blue header bar contains a star icon, the text "Administration User", and navigation links including "Edit Portal". Below the header, a form section titled "Roommate Preference 4:" contains several input fields. The first field, "4. Roommate #4 Name First/Last", is highlighted with a red rectangle and contains the text "First and Last Name". Other fields include "4. Birthdate if Dependent is Under 18 Years" (with a date picker), "4. Is this Person a UCM Student? Yes/No" (with a "Yes or No" dropdown), "4. Roommate #4 ID (700#) if UCM Student" (with an example "700123456"), "4. Relationship" (with a dropdown), and "4. Birthdate if Dependent is Under 18 Years Old" (with a date picker). A "Save & Continue" button is located at the bottom of the form. The University of Central Missouri logo is in the bottom left, and "Contact Us University Housing" is in the bottom right.

STEP 21

Click on Save & Continue after entering all roommate information.

This screenshot shows a close-up of the "Save & Continue" button from the previous step. The button is black with white text and is highlighted with a red rectangle. Above the button, the text "4. Birthdate if Dependent is Under 18 Years Old" is visible, followed by a date picker field containing "mm/dd/yyyy". The University of Central Missouri logo is visible in the bottom left corner.

STEP 22

Review and read apartment application contract

The screenshot shows a web application interface for an "Administration User". The top navigation bar includes links for Home, Residence Hall Agreement, University Apartment Application (highlighted), and Meal Plans & Add Ons. A sidebar on the left lists various application steps, with "Apartment Housing Contract" highlighted in red. The main content area is titled "Apartment Housing Contract" and "Apartment Application Terms". It contains a detailed text block explaining the terms of the application, including the requirement for a \$100 security deposit. Below the text, there is a section titled "Please Hit Save and Continue to Pay Deposit" with instructions on how to proceed. At the bottom, there is a text input field labeled "Enter 700# here" for the user to enter their University ID.

STEP 23

Enter your UCM 700#/ID # to indicate your electronic signature

This screenshot is identical to the one in Step 22, showing the "Apartment Housing Contract" review screen. The only difference is that the text input field labeled "Enter 700# here" now contains the value "700987654", which is highlighted with a red border to indicate it has been entered by the user.

STEP 24

Click on Save & Continue to Pay Deposit (if applicable)

you do not, you will be required to pay the \$100 deposit on the next page (\$500 if you are a contractor).
Either having your deposit on file or submitting payment allows your agreement to be processed.

By entering your University ID (700#) below you acknowledge that you have read and understand the terms of the above contract.

700987654

Save & Continue To Pay Deposit (If Applicable)



STEP 25

If your deposit is on file, you will skip the payment step and proceed to be able to confirm and submit your application.

If your deposit is not on file and payment is required, you will need to click save & continue to proceed with payment.

Housing Administration Fee Information

I agree to pay for these accommodations in accordance with the rates as established by the local and state Governments. If I do not have a security deposit on file, I agree to submit a **\$100 h** (\$50 refundable) with this agreement.

e

Save & Continue

act

STEP 26

If your deposit is on file, you will skip the payment step and proceed to be able to confirm and submit your application.

If your deposit is not on file and payment is required, you will need to click save & continue to proceed with payment.

Housing Administration Fee Information

I agree to pay for these accommodations in accordance with the rates as established by the local and state Governments. If I do not have a security deposit on file, I agree to submit a **\$100 h** (\$50 refundable) with this agreement.

Save & Continue

Back

STEP 27

Click on Pay Now

<div><div></div><div>Apartment Housing Contract</div></div>	Total:	\$0.00
<div><div></div><div>Housing Administration Fee Information</div></div>		
<div><div></div><div>Shopping Cart Checkout</div></div>	<div>Pay Now</div>	
<div><div></div><div>TouchNetTLink - Housing Deposit PROD</div></div>		
<div><div></div><div>Shopping Cart Receipt</div></div>		

Shopping Cart Checkout

Item Description	Total Tax (\$)	Total Amount (\$)	Remove
Deposit Fee	\$0.00	\$50.00	
Housing Deposit - Refundable	\$0.00	\$50.00	
Total:	\$0.00	\$100.00	

Pay Now

Your Shopping cart should look like this if you do not have a deposit on file

\$50 of your deposit is refundable

Click 'Pay Now'

Input card information

Click 'Continue'

Clicking 'Cancel' will mean your Housing Agreement is NOT complete

Payment Information

Total: \$100.00

Payment Method:

Select a Payment Method

Select a Payment Method

Credit Card

Electronic Check (ACH)

Electronic Check (ACH) - Electronic payments require a bank routing number and account number. Payments can be made from a personal checking or savings account. No corporate checks allowed. (i.e. credit cards, home equity, transfer's checks, etc.)

Cancel Continue

STEP 28

Click on Confirm and Submit

This must be clicked in order to submit the application!

Confirm and Submit

Hello Mo,

Thank you for paying your deposit (or it may be that you had \$50 on file/waived)

Not

You are one step closer to finalizing your apartment application!

mate

Please be sure to select **Confirm and Submit Apartment Application** below to formally submit your application!

ion

As a reminder, apartment applications operate on a waitlist. Offers are made based on date and time of submission. To see timeline of apartment offers, visit ucmo.edu/housingsignup

Contract

y

Must Click
Confirm and Submit Apartment Application
to Formally Submit!



Confirm And Submit Apartment Application


STEP 29

Click on Confirm and Submit Apartment Application

Confirm and Submit

Application Summary

Must Click Confirm and Submit Apartment to Formally Submit!



Confirm And Submit Apartment Application



STEP 30

View your application summary to see confirmation of date you signed contract and submitted application (complete date).

Administration User

REDEFINING WHAT'S POSSIBLE

Home Residence Hall Agreement University Apartment Application Meal Plans & Add Ons Log Out

Home page

Personal Details

Room Preferences - Not Central Village or Greenwood & Roommate Question Page

Roommate Information

Apartment Housing Contract

Confirm and Submit


Application Summary

Application Summary

Thanks for applying! Your application summary information is below.

You started your application for 2026-2027 Fall/Spring Apartment on 11/24/2025, and have signed the contract as of 11/24/2025. You have not paid the deposit, and have not paid the application fee. Your application is complete as of 11/24/2025.

Return To Home



Contact Us
University Housing
Ellis Complex L23
Tel: (660) 543-4515
Email: housing@ucmo.edu

STEP 31

Click on Return to Home to exit.

[Dorm Hall Agreement](#)

[University Apartment Application](#)

[Meal Plans & Add Ons](#)

[Log Out](#)

Application Summary

Thanks for applying! Your application summary information is below.

You started your application for 2026-2027 Fall/Spring Apartment on 11/24/2025, and have signed the contract as of 11/24/2025. You have not paid the deposit, and have not paid the application fee. Your application is complete as of 11/24/2025.

[Return To Home](#)

[Contact Us](#)
University Housing

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