

# Checklist for New Housing Applicants

This checklist applies to new applicants (freshmen and transfers) moving into a Residence Hall (Garcia, Pinon, Rhodes Garrett Hamiel) or Apartment Complex (Chamisa, Cervantes, Vista del Monte).

## Receive admission from NMSU

Once you have been admitted you may then apply for housing.

## Create your MyNMSU email account

You will need to create your MyNMSU username and password prior to being able to apply for housing.

## Apply for housing

The easiest way to apply for housing is online at [www.nmsu.edu/~housing](http://www.nmsu.edu/~housing). You will need your NMSU username and password to use our online application.

Be sure to pay the prepayment and application fees of \$230.

The earlier you apply, the better your chances of getting your first choice.

## Housing Application Received Confirmation

You will receive an email as well as a letter in the mail to your home address confirming your housing application. If you do not receive an email then the application was not submitted.

## Check your NMSU email account

Make sure to check your [NMSU EMAIL ACCOUNT](#). This can be accessed at <https://my.nmsu.edu>. After entering your NMSU username and password you will need to click on the mail icon , located in the upper left corner of your screen. All University-related updates will be sent to this email address.

## Check your MyHousing account

Make sure to check your MyHousing account beginning in April. This can be accessed at <https://housing.nmsu.edu/myhousing>. This is where all of your housing and dining information is updated.

## Roommates

I know who I want to live with → Option A: You tell us who you want to live with

I don't know who I want to live with → Option B: We choose a roommate for you

### Option A: You tell us who you want to live with

If you already know who you want to live with, you and your preferred roommate BOTH need to log on to your MyHousing accounts and select each other. Both students need to be active housing applicants.

### **Option B: We choose a roommate for you**

If you aren't sure who you want to room with we will select a roommate for you based on three criteria: 1) gender; 2) age; 3) smoking preference. If you would like us to select a roommate for you, please send an email to [hsgandcl@nmsu.edu](mailto:hsgandcl@nmsu.edu) with your name and Aggie ID# to let us know.

### **Room Assignment**

You can view your room assignment by accessing your MyHousing account. Assignments will be ready to view in April.

### **Housing Complete Confirmation**

You will receive an email in April letting you know that you have been assigned or you may check your MyHousing account.

### **Continue to monitor the housing website for updates and move-in information.**

<http://housing.nmsu.edu/>

**If you decide not to attend NMSU, please let us know by sending an email from your NMSU email account to [hsgandcl@nmsu.edu](mailto:hsgandcl@nmsu.edu) to cancel your housing agreement. Please see the license agreement for the various cancellation and refund deadlines.**