

# How to Search for a Roommate

**Step 1: Login to [housing.ashland.edu](http://housing.ashland.edu) using your University username and password.**

**Step 2: Complete your housing application.**

- If you have not yet completed your housing application, you will need to do so before searching for a roommate.

**Step 3: Create a roommate profile.**

- Navigate to “My roommate profile” which can be found under the “Housing” tab.
- Check the “Turn on my profile” box in order to make your profile viewable by other applicants.
- Enter the required information.
  - You can specify who can view the information you enter into the housing application fields. Your options are to share with “All applicants”, “My contacts”, and/or “Private”.
    - “All applicants” means your information will be viewable for anyone who is searching for a potential roommate.
    - “My contacts” means that your information will only be viewable to other applicants once you have accepted a contact request from them.
    - “Private” means that your information will not be viewable to anyone.
  - Any information that you provide at the bottom of your profile on how to contact you will only be viewable to your contacts.
- Click the “Save” button.

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**My roommate profile** ←

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## Roommate profile

Please fill out the following profile information. This information will be used to help connect you with the possible roommates. Only those students who have completed an application form will be able to view this information.

Turn on my profile

This will make your profile viewable by other applicants. If you disable it, applicants will not be able to see you and you will not be able to see them. If you disable it, your contacts will still be able to view your profile.

Change photo

No file chosen

What name would you like other applicants to see when viewing your public profile? \*

It's time to get creative. Give an elevator pitch about yourself. How would you describe yourself in one sentence?

Other applicants will be able to see this when they see a list of possible roommates.

Care to elaborate? Tell us more.

#### Step 4: Search for a roommate.

- Navigate to “Roommate search” which can be found under the Housing tab.
- The roommate search allows you to search for a potential roommate based on the different profile fields listed.
  - Select a profile field to search under for a potential roommate.
  - Click “Search” at the bottom of the page.
  - Other applicants will appear on your screen based on the profile field(s) you selected. From here, you have the option to select “Add to roommate group”, “Send contact request”, and/or “Block” under the applicants listed.

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## Roommate search

Here's a chance to look for other applicants you might be interested in rooming with.

Search public name, co

[Class](#)

[College of Nursing Campus](#)

[Do you smoke?](#)

[I am an Ashland University varsity athlete](#)

[Roommate Questionnaire - How neat is your room right now?](#)

[Roommate Questionnaire - I am a late night person](#)

[Roommate Questionnaire - I am an early riser](#)

[Roommate Questionnaire - I am an outdoors person](#)

[Roommate Questionnaire - I am athletic](#)

[Roommate Questionnaire - I am organized](#)

[Roommate Questionnaire - I am outgoing](#)

[Roommate Questionnaire - I am studious](#)

[Roommate Questionnaire - I like a lot of time to myself](#)

[Roommate Questionnaire - I like a quiet room to study](#)

[Roommate Questionnaire - I like the theatre and arts](#)

[Roommate Questionnaire - I like to be involved in many activities](#)



 [Add to roommate group](#)

 [Send contact request](#)

 [Block](#)

**Searching for a roommate is optional. The Residence Life Office will place students who do not have a roommate selected with another student that has similar lifestyle preferences (per your housing profile answers). For any additional questions, please contact the Residence Life Office at [reslife@ashland.edu](mailto:reslife@ashland.edu).**