

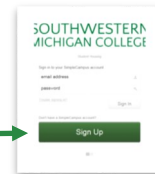


AGREE to SUCCEED

ON-CAMPUS HOUSING APPLICATION DIRECTIONS

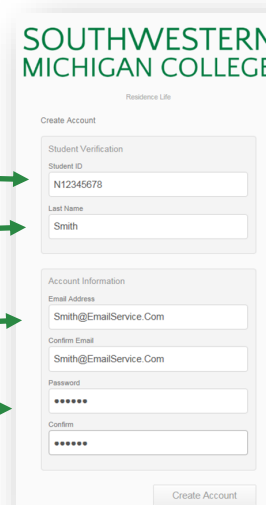
1) Go to: <https://swmich.simplecampushousing.com>

2) Click "Sign Up" button and create a User Account:



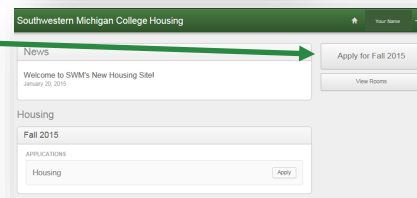
3) Complete the following information:

- a. Student ID– This is a 8-digit number with a capital N at the beginning (N12345678). This can be found on your acceptance letter or you may contact housing or the Student Service Center
- b. Last Name as it appears on your college application.
- c. Email Address– we recommend you use a personal email for creating the account (not your SMC e-mail)
- d. Create and Confirm Password
- e. Click Create Account



4) Click the "Apply" Button for the appropriate semester that you plan on living in SMC Housing.

5) Please complete all sections of the Housing Application:



General Information

Please review your address information. Add any additional phone numbers and Parent/Guardian Information.

Lifestyle Preferences

Requested Roommates- Type in the names of requested roommates. They must have applied to the College before you can add them. All matches must be mutual. You may update this information at any time before July 1st.

Lifestyle Preferences- Please take your time and answer these question honestly. This is what we use to match you with roommates. This section is very important even if you have requested specific roommates.

Housing Preferences

Themed Housing- We offer three options where students with specific interests can live on the same floor. Select "None of these" if you do not have a preference.

Contract Options- Please select 2-bedroom or 4-bedroom. 2-bedroom spaces are limited. If you selected 2-bedroom and none are available, you will automatically be assigned a 4-bedroom space.

Winter Housing Request- Only one building is open between the Fall and Spring semester. Students in the other buildings may leave their belongings but cannot stay on campus. Please select "Yes" if you need to stay on campus during the Winter Break.

Agreement

Please read each of this sections carefully. This is an active, legal contract. Check each confirmation box then click

6) To finalize your reservation, you must also pay the \$200 security deposit. This can be completed online through your SMC Wired page.

1) Sign in to your SMC wired Account



If you do not know your SMC Wired password, please call the Student Service Center at 269-782-1499

2) From the top Menu Bar, Select "My Courses", then Select "Bill and Payment Center"

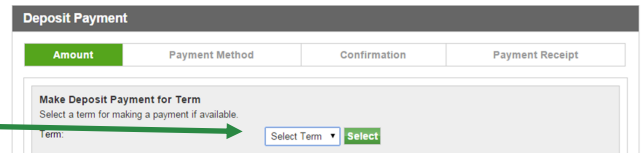


3) Click the "Bill and Payment Center" box

4) Click eDeposits from the top menu bar



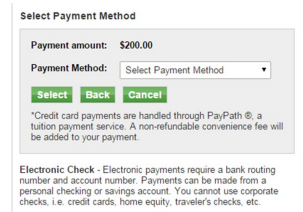
5) Select the Term for which you are applying then click select



6) Select "Housing Deposit and Application fee" then click Select



7) Select Payment Method and follow online steps to complete deposit payment. Please note there is a 2.75% fee for using a debit card.



Please remember that you must have both a Completed Housing Application and Paid Security Deposit to reserve a room in housing!

Questions? Please contact Jeffery Hooks, Director of Student Housing, jhooks@swmich.edu, 269.783.2159