

# Step by Step Housing Registration Guide



Search my.AState...



Banner Self Service



Blackboard



Bookstore



Campus Self-Check



DUO



eAccounts



Emergency Alert Setup



Helpdesk Tickets



Hire A-State  
(Jobs)  
Powered by  
Handshake

Click  
Here



Housing



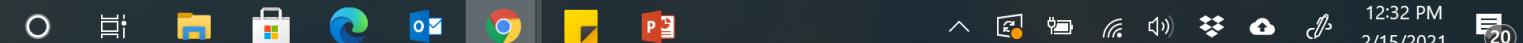
InfoReady



Marketplace



Type here to search



12:32 PM  
2/15/2021





99+

≡ Academic Year Housing

Cancel Your Housing

Summer Housing

Village and Circle Housing

Log Out

Click Here  
to begin  
your  
housing  
application



[tarrezhousing.com/StarRezPortalX/](http://tarrezhousing.com/StarRezPortalX/)

RESOURCES & LINKS

[SEE CURRENT HOUSING OPTIONS](#)

[HOUSING CONTRACT  
RELEASE APPLICATION](#)

[SUBMIT A  
MAINTENANCE REQUEST](#)

HOUSING INFORMATION

My Assignment Information

My Roommate(s)





- Academic Year Application
- Demographic Information
- Profile
- Upperclass Roommate Groups
- Housing Contract
- Room Selection
- Application Status

## Academic Year Application



### Welcome to Arkansas State

Please click 'save & continue' to begin the application process.

Students who need special living accommodations need to register with **Access & Accommodation Services** at 870-972-3964, or visit [Access & Accommodations](#).

**Click  
Here**



**SAVE & CONTINUE**



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Academic Year Housing

Cancel Your Housing

Log Out

 Academic Year Application Demographic Information Profile Upperclass Roommate Groups Housing Contract Room Selection Application Status

## Demographic Information

To update this information please visit your [Banner Self Service](#)

Last Name

First Name

Middle Name

Preferred Name/Nickname

Gender

Male

Date of Birth

In this section, your demographic information is shown. Since that can't be changed we will scroll down to the next section.



## Emergency contact information

Emergency Contact Name

Contact Relationship

Phone

Cell Phone Number

Street Address

Street Address 2

<empty>

City

State/Province

Zip/Postcode

In this section, you can edit your emergency contact information. Please ensure that this is up to date before you proceed to the next section. Once completed please scroll down.



## Special Accomodations

Students who need special accommodations need to register with Access and Accommodation Services at [870-972-3964](#) or visit [Access and Accommodation Services](#).

Please Check this box if you would like to receive more information about Disability Services.

**These sections  
are very  
important.  
Please ensure  
you these are  
accurately  
completed  
before clicking  
Save and  
Continue.**

## Criminal History

Have you ever been convicted of or have a pending felony charges on your record?

No

Are you required to register as a sex offender?

No

Convictions shall include a finding of guilty by judge or jury, a plea of guilty or a plea of nolo contendere, irrespective of the pendency or availability of any appeal or application for collateral relief. If you check yes, explain fully below specifying the nature of the offense(s), the date(s) it/they occurred, the name and location of the court(s), and sentence(s) imposed. In addition, please attach court documentation.

**SAVE & CONTINUE**



Academic Year Application Demographic Information Profile Upperclass Roommate Groups Housing Contract Room Selection Application Status

## Profile

Please answer the following questions honestly. This will help to create a compatibility percentage for potential roommates. You may change your responses at any time by logging back into the portal.

I would be interested in living with a student from...

Another country:

Yes

Another part of the U.S.

Yes

### Roommate Languages

Do you prefer to live with someone who speaks a language other than English?

No

### Room Organization

I feel most comfortable in my room when it is...

Clean and organized

### Temperature Control

I prefer my room to be....

Cool

### Study Habits

Do you prefer to study in your room or somewhere else?

**The questions in this section are used in roommate matching. These will help us match you with the best possible roommate so make sure to answer them accurately before continuing to the next section.**



## Drinking

Do you mind having a roommate who drinks alcoholic beverages?

(Please note that Arkansas State University is located in a "dry" county and is a "dry" campus which means that no alcoholic beverages are allowed in the residences regardless of your age.)

No

## Roommate Relations

If my roommate is frustrated or angry with me, I want him or her to...:

Talk to Me

## Smoking

Do you smoke?

No

Do you prefer having a roommate that smokes?

(Smoking is prohibited on the A-State Campus)

No

Click  
Here



SAVE & CONTINUE





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Academic Year Housing

Cancel Your Housing

Log Out

- Academic Year Application
- Demographic Information
- Profile
- Upperclass Roommate Groups
- Housing Contract
- Room Selection
- Application Status

## Not In a Group

You are not a member of any roommate groups.

[CREATE GROUP](#)[SAVE & CONTINUE](#)[Join Group](#)[Search For Roommate Group Name](#)[Search for Roommates by Name/ID Number](#)[Search for Roommates by Profiles](#)[Suggest Roommates](#)

Use this link to join a preexisting group

Use this link to create a new group



A-State University Housing  
Phone: 870-972-2042  
Email: [Housing@astate.edu](mailto:Housing@astate.edu)

# Creating a new roommate group

The screenshot shows the "Roommate Group Details" page from the Arkansas State University Academic Year Housing website. On the left, a sidebar lists steps: "Academic Year Application" (checked), "Demographic Information" (checked), "Profile" (unchecked), "Upperclass Roommate Groups" (checked), "Housing Contract" (unchecked), "Room Selection" (unchecked), and "Application Status" (unchecked). The main area has fields for "Group Name" (containing "Wolf Pack"), "Password" (containing "\*\*\*\*\*"), and "Confirm Password" (containing "\*\*\*\*\*"). To the right, a callout box specifies password requirements: 8 characters long, lowercase, uppercase, numeric, and symbol characters. Navigation buttons "GO BACK" and "SAVE GROUP" are at the bottom.

ARKANSAS STATE UNIVERSITY

4 Academic Year Housing Cancel Your Housing 06:49 Log Out

Roommate Group Details

Group Name: Wolf Pack

Password: \*\*\*\*\*

Confirm Password: \*\*\*\*\*

8 characters long  
Lowercase characters  
Uppercase characters  
Numeric characters  
Symbol characters

GO BACK SAVE GROUP

A-State University Housing  
Phone: 870-972-2042  
Email: Housing@astate.edu

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# Joining an existing roommate group



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≡ Academic Year Housing Cancel Your Housing Log Out

Academic Year Application  
 Demographic Information  
 Profile  
 Upperclass Roommate Groups  
 Housing Contract  
 Room Selection  
 Application Status

Roommate Group Join

Group Name:

Password:

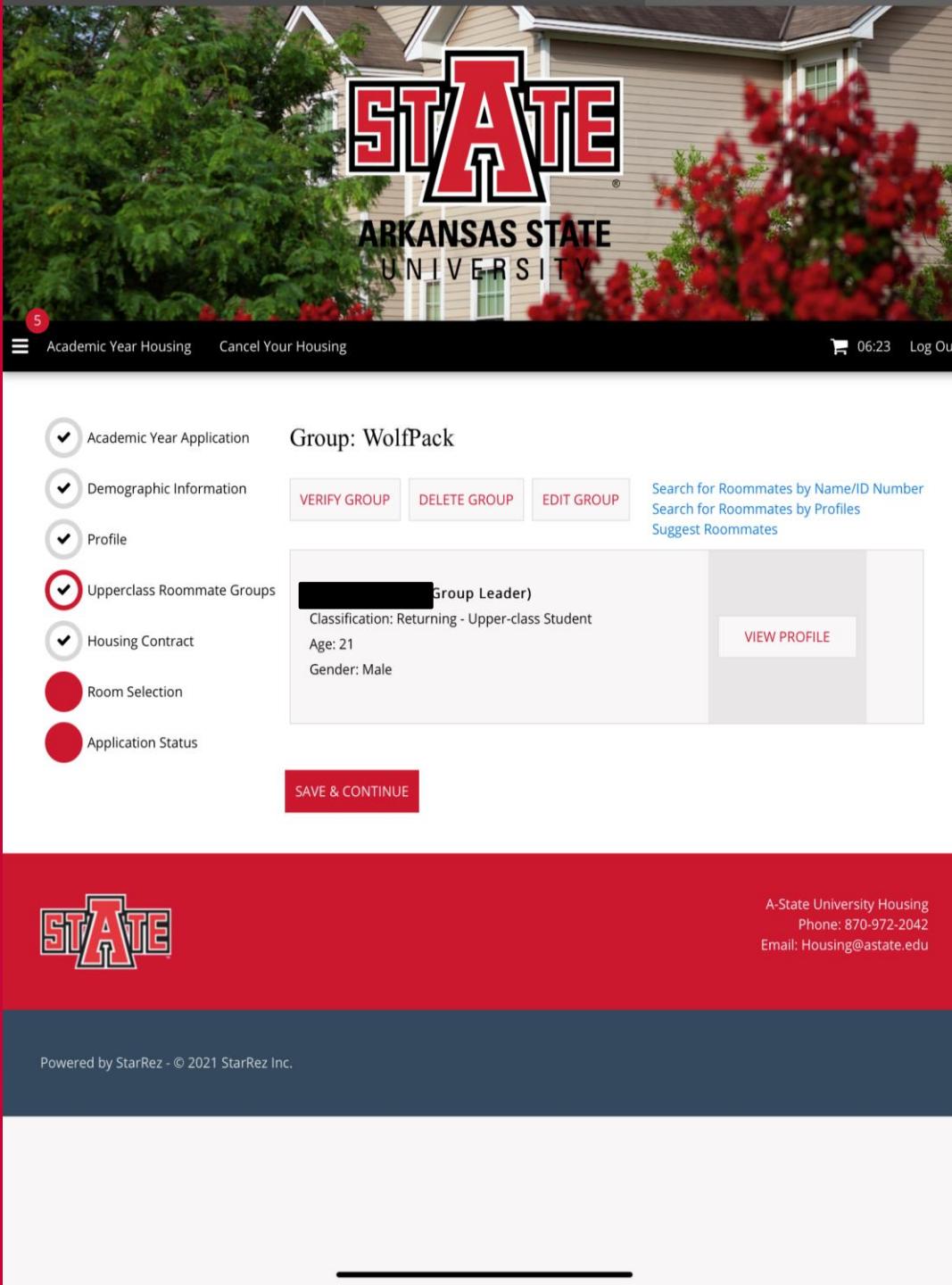
GO BACK JOIN GROUP

To join an existing roommate group you will need to know the Group Name and Password.



A-State University Housing  
Phone: 870-972-2042  
Email: Housing@astate.edu

Once you have joined or created your roommate group, you will be taken to this screen.



The screenshot shows a web application interface for Arkansas State University Housing. At the top, there is a banner featuring the university's logo, "STATE ARKANSAS STATE UNIVERSITY". Below the banner, the page title is "Academic Year Housing" and the sub-page title is "Cancel Your Housing". On the right side of the header, there are icons for a shopping cart (0 items), the time (06:23), and a "Log Out" link. A red circular badge with the number "5" is located in the top-left corner of the header area.

The main content area displays a list of steps for the application process:

- Academic Year Application (checked)
- Demographic Information
- Profile (checked)
- Upperclass Roommate Groups (checked)
- Housing Contract
- Room Selection
- Application Status

Next to the list, the text "Group: WolfPack" is displayed, followed by three buttons: "VERIFY GROUP", "DELETE GROUP", and "EDIT GROUP". To the right of these buttons are three links: "Search for Roommates by Name/ID Number", "Search for Roommates by Profiles", and "Suggest Roommates".

A detailed profile for a "Group Leader" is shown, with the name redacted. The profile includes:  
Classification: Returning - Upper-class Student  
Age: 21  
Gender: Male  
A "VIEW PROFILE" button is located next to the profile information.

At the bottom of the page, there is a red "SAVE & CONTINUE" button. The footer contains the "STATE" logo, the text "Powered by StarRez - © 2021 StarRez Inc.", and contact information for A-State University Housing: Phone: 870-972-2042, Email: Housing@astate.edu.



ARKANSAS STATE  
UNIVERSITY

6 Academic Year Housing Cancel Your Housing Log Out

Academic Year Application Demographic Information Profile Upperclass Roommate Groups Housing Contract Room Selection Application Status

Group: WolfPack

VERIFY GROUP DELETE GROUP EDIT GROUP

Search for Roommates by Name/ID Number  
Search for Roommates by Profiles  
Suggest Roommates

(REDACTED) Group Leader  
Classification: Returning - Upper-class Student  
Age: 21  
Gender: Male

VIEW PROFILE

Incoming Requests

(REDACTED)  
Age: 19  
Classification: Returning - Upper-class Student  
Gender: Male  
Description:  
Expiry Date: 2/18/2021 16:31

ACCEPT DECLINE

SAVE & CONTINUE

A-State University Housing  
Phone: 870-972-2042  
Email: Housing@astate.edu

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If you are the host of a group, you will have to accept or decline incoming roommate requests.



**ARKANSAS STATE**  
UNIVERSITY

7 Academic Year Housing Cancel Your Housing Log Out

Academic Year Application  
 Demographic Information  
 Profile  
 Upperclass Roommate Groups  
 Housing Contract  
 Room Selection  
 Application Status

**Group: WolfPack**

[VERIFY GROUP](#) [DELETE GROUP](#) [EDIT GROUP](#)

Search for Roommates by Name/ID Number  
Search for Roommates by Profiles  
Suggest Roommates

<p>[REDACTED] (Group Leader) Classification: Returning - Upper-class Student Age: 21 Gender: Male</p> <p><a href="#">VIEW PROFILE</a></p> <p>▼</p>	<p>[REDACTED] Classification: Returning - Upper-class Student Age: 19 Gender: Male</p> <p><a href="#">REMOVE ROOMMATE</a> <a href="#">MAKE LEADER</a> <a href="#">SEND MESSAGE</a> <a href="#">VIEW PROFILE</a></p> <p>▲</p>
--	--

[SAVE & CONTINUE](#)

**STATE**

A-State University Housing  
Phone: 870-972-2042  
Email: [Housing@astate.edu](mailto:Housing@astate.edu)

Once you have approved your roommate, the screen will show you the below options.



4 Academic Year Housing Cancel Your Housing Log Out

- Academic Year Application
- Demographic Information
- Profile
- Upperclass Roommate Groups
- Housing Contract
- Room Selection
- Application Status

## Housing Contract



### 2021 – 2022 Academic Year Housing Contract

Academic Year: August 21, 2021 through May 7, 2022

#### TERMS AND CONDITIONS OF OCCUPANCY

When a student applies for college, he or she enters into a contract with the Housing Office. This room and board agreement immediately becomes a binding contractual obligation between the student and University Housing at Arkansas State University-Jonesboro. All information contained on the University Housing website and the Arkansas State University Student Handbook, is a legally binding addendum which is incorporated into the contract by University Housing. It is the student's responsibility to become familiar with all provisions of this contract.

The University Housing contract ends on the last day that residential communities are open for the spring term of the academic year as published in the University Academic Calendar, which includes any breaks and other periods of extension.

Provisions not included in the contract, the term of this contract with appropriate prior notification to residents. No term or condition of this contract can be waived without a formal written agreement from the student and University Housing, and no oral statements made by University Housing, its agents, or employees are considered a waiver of any term or condition.

#### I. Assignments and Meal Plans

Campus housing is available to students who are officially admitted to Arkansas State University, and are enrolled in classes (online or on-campus). Assignments will be made only after the completion of the Housing Contract and the receipt of the \$100 deposit.

This contract does not guarantee any specific room, building, roommate, or type of accommodation. The University reserves the right to reassign and alter the student's assignment at any time. It is the policy of the University to assign students to dormitories without regard to race, color, national origin, religion, age, sexual orientation, or disability. Students of the opposite sex will not be assigned to the same room, suite, or apartment, except in the Social Justice Living-Learning Community.

The University reserves the right to make room assignments, to authorize or deny room and roommate changes, to consolidate suites, and to require a student to move from one room or residential community to another. The student does not have the option to reject a roommate if not paying an additional fee for a private unit, as established by University Housing. The University reserves the right to alter the specific room assignment, if necessary, during the assignment process, after assignment notification.

By entering your A-State Student ID number and clicking "I Accept", you agree to the terms and conditions of the University Housing Contract :

504XXXXX

I ACCEPT



Enter your 8 digit student ID number here to sign the housing contract.



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Academic Year Housing Cancel Your Housing Log Out

Initial Room Selection

Reminder:

In the event that you do not see or cannot choose your desired location, we recommend you consider your location option or change your roommate group size.

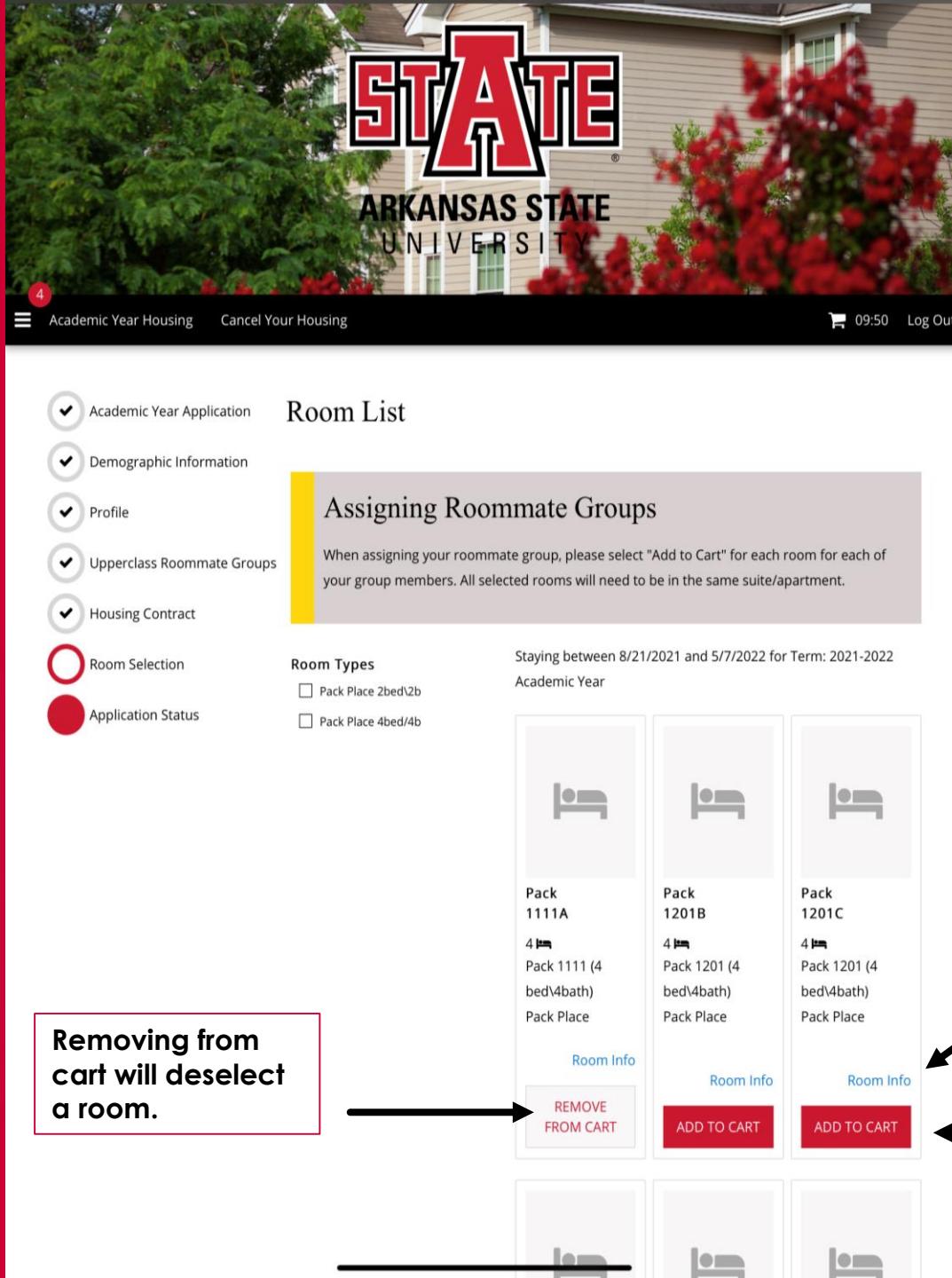
If you have any additional questions, please contact our office.

Staying between 8/21/2021 and 5/7/2022 for Term: 2021-2022 Academic Year

Arkansas Hall Located near the Red Wolf Center, Arkansas Hall is a suite style residence hall for all students desiring a single room. Each suite will only share a bathroom with students of the same gender.  <a href="#">SELECT</a>	Collegiate Park This community is located just off of Johnson Avenue. We offer a variety of 4 bedroom/ 2 bath, 2 bedroom/2 bath, 2 bedroom/1 bath apartments.  <a href="#">SELECT</a>	Northpark Quads Located near the Reynolds Center, this community is made up of five buildings consisting of 4 bedroom/ 2 bath suites.  <a href="#">SELECT</a>
Pack Place Pack Place is up of 4 bedroom/4 bathroom, and 2 bedroom/2 bathroom apartments.  <a href="#">SELECT</a>	Red Wolf Den Located just off of University Loop, this community consists of 4 bedroom/2 bath, 3 bedroom/1 bath, and 2 bedroom/1 bath apartments.  <a href="#">SELECT</a>	

This screen will show you the available housing options. Use the select button to see the available rooms for each area.

\*Please note: If you do not see your desired location, there are no rooms available rooms in that space at this time.



The screenshot shows the Arkansas State University Academic Year Housing application interface. At the top, there's a banner with the university's name and logo. Below it, a navigation bar includes a red circular badge with the number '4', 'Academic Year Housing', 'Cancel Your Housing', a shopping cart icon with '09:50', and 'Log Out'. On the left, a sidebar lists steps: 'Academic Year Application' (checked), 'Demographic Information' (checked), 'Profile' (checked), 'Upperclass Roommate Groups' (checked), 'Housing Contract' (unchecked), 'Room Selection' (unchecked), and 'Application Status' (unchecked). The main content area is titled 'Room List' and contains a 'Room Types' section with two options: 'Pack Place 2bed2b' and 'Pack Place 4bed/4b'. A note says: 'When assigning your roommate group, please select "Add to Cart" for each room for each of your group members. All selected rooms will need to be in the same suite/apartment.' Below this are three room cards. Each card shows a bed icon, the room number, its description ('Pack 1111A', 'Pack 1201B', 'Pack 1201C'), the room type ('2bed2b' or '4bed/4bath'), 'Pack Place', and 'Room Info' (link). Underneath each card are 'REMOVE FROM CART' and 'ADD TO CART' buttons. A callout box on the left states: 'Removing from cart will deselect a room.' An arrow points from this text to the 'REMOVE FROM CART' button. Another callout box on the right states: 'Selecting room info will allow you to view additional details as seen in the next slide.' An arrow points from this text to the 'Room Info' link. A third callout box on the right states: 'Adding to cart will select a room. You can add multiple rooms to your cart.' An arrow points from this text to the 'ADD TO CART' button.

4

Academic Year Housing Cancel Your Housing

09:50 Log Out

Room List

Assigning Roommate Groups

When assigning your roommate group, please select "Add to Cart" for each room for each of your group members. All selected rooms will need to be in the same suite/apartment.

Room Types

Staying between 8/21/2021 and 5/7/2022 for Term: 2021-2022  
Academic Year

Pack Place 2bed2b

Pack Place 4bed/4b

Pack 1111A  
4  
Pack 1111 (4  
bed4bath)  
Pack Place

Pack 1201B  
4  
Pack 1201 (4  
bed4bath)  
Pack Place

Pack 1201C  
4  
Pack 1201 (4  
bed4bath)  
Pack Place

Room Info

Room Info

Room Info

REMOVE FROM CART

ADD TO CART

ADD TO CART

Removing from cart will deselect a room.

Selecting room info will allow you to view additional details as seen in the next slide.

Adding to cart will select a room. You can add multiple rooms to your cart.



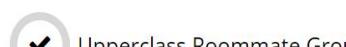
Academic Year Application



Demographic Information



Profile



Upperclass Roommate Groups

Floor/Suite: Pack 2304 (2bed\2bath)



Housing Contract



Room Selection



Meal Plan Selection



Application Status



App Complete

## Room Info

Pack 2304B

Location: Pack Place

Floor/Suite: Pack 2304 (2bed\2bath)

	Bed	Occupant	Preferred Name	Profile
	Pack 2304A-1	757035	[REDACTED]	<a href="#">View Profile</a>
	Pack 2304B-1	-Vacant-		

[GO BACK](#)

**On this page we can view any students who have already selected a bed space and view their profiles, as well as how many open beds there are for each specific room.**



ARKANSAS STATE  
UNIVERSITY

4

Academic Year Housing Cancel Your Housing 09:54 Log Out

Room List

Assigning Roommate Groups

When assigning your roommate group, please select "Add to Cart" for each room for each of your group members. All selected rooms will need to be in the same suite/apartment.

Room Types Staying between 8/21/2021 and 5/7/2022 for Term: 2021-2022  
Academic Year

Pack Place 2bed\2b  
 Pack Place 4bed\4b

Pack 1111A 4 Pack 1111 (4 bed\4bath) Pack Place <a href="#">Room Info</a> <a href="#">ADD TO CART</a>	Pack 1201B 4 Pack 1201 (4 bed\4bath) Pack Place <a href="#">Room Info</a> <a href="#">REMOVE FROM CART</a>	Pack 1201C 4 Pack 1201 (4 bed\4bath) Pack Place <a href="#">Room Info</a> <a href="#">REMOVE FROM CART</a>

Since we have two people in our roommate group, we will add two rooms to our cart.

Room Info

<a href="#">ADD TO CART</a>	<a href="#">REMOVE FROM CART</a>	<a href="#">REMOVE FROM CART</a>
-----------------------------	----------------------------------	----------------------------------



Pack 1217A  
4  Pack 1217 (4bed/4bath)  
Pack Place

[Room Info](#)

[ADD TO CART](#)



Pack 1217B  
4  Pack 1217 (4bed/4bath)  
Pack Place

[Room Info](#)

[ADD TO CART](#)



Pack 1217C  
4  Pack 1217 (4bed/4bath)  
Pack Place

[Room Info](#)

[ADD TO CART](#)



Pack 1217D  
4  Pack 1217 (4bed/4bath)  
Pack Place

[Room Info](#)

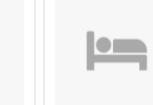
[ADD TO CART](#)



Pack 1301A  
4  Pack 1301 (4 bed/4bath)  
Pack Place

[Room Info](#)

[ADD TO CART](#)



Pack 1301B  
4  Pack 1301 (4 bed/4bath)  
Pack Place

[Room Info](#)

[ADD TO CART](#)

Now that we have added rooms to our cart, we will select save and continue at the bottom of the screen.



[SAVE & CONTINUE](#)

Prev...

1

2

3

4

5

6

7

8

Next

**The “Assign Beds” page will show you all members of your roommate group and provide you with the ability to assign each member to a bed space.**

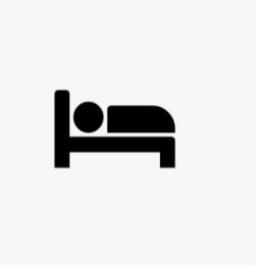
7 Academic Year Housing Cancel Your Housing 09:30 Log Out

Academic Year Application  
Demographic Information  
Profile  
Upperclass Roommate Groups  
Housing Contract  
Room Selection  
Application Status

## Assign Beds

If you are part of a roommate group, scroll to the bottom of the screen to assign your roommates.

### My Room



Gender: Male  
Select Bed

### My Roommates

Below are your current roommates. You can assign beds to all of them.



Age: 19  
Gender: Male  
Select Bed

GO BACK ASSIGN BEDS

A-State University Housing  
Phone: 870-972-2042  
Email: Housing@astate.edu

7 Academic Year Housing Cancel Your Housing 09:22 Log Out

Academic Year Application  
Demographic Information  
Profile  
Upperclass Roommate Groups  
Housing Contract  
Room Selection  
Application Status

## Assign Beds

If you are part of a roommate group, scroll to the bottom of the screen to assign your roommates.

My Room

Select Bed ✓  
Pack 1217B (1 total spaces, 1 avail...  
Pack 1217B-1  
Pack 1217C (1 total spaces, 1 avail...  
Pack 1217C-1  
Select Bed

My Roommates

Noah [REDACTED]  
Age: 19  
Gender: Male  
Select Bed

GO BACK ASSIGN BEDS

Use the drop down box to assign each individual in the roommate group to a room from your cart. You will have to assign all members of your roommate group. If you have selected more rooms than you have roommates they will not be saved for you. If you selected fewer, you will not be able to assign everyone in your roommate group.



4:38 PM Thu Feb 11

astate.starrezhousing.com — Private

25%

7 Academic Year Housing Cancel Your Housing 09:08 Log Out

Academic Year Application Demographic Information Profile Upperclass Roommate Groups Housing Contract Room Selection Application Status

## Assign Beds

If you are part of a roommate group, scroll to the bottom of the screen to assign your roommates.

### My Room

Age: 21  
Gender: Male  
Pack 1217B-1



### My Roommates

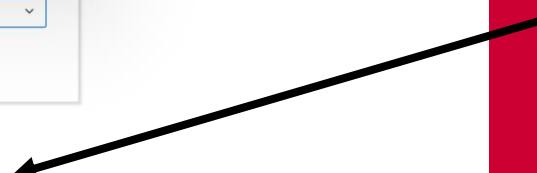
Below are your current roommates. You can assign beds to all of them.

Select Bed

- Pack 1217B (1 total spaces, 1 avail...  
Pack 1217B-1 (Taken By Trevor)
- Pack 1217C (1 total spaces, 1 avail...  
Pack 1217C-1

Select Bed

GO BACK ASSIGN BEDS



Once we have assigned all members of our roommate group, we will click the assign beds option.



 Academic Year Housing

Cancel Your Housing

Log Out



**Meal Plan Selection  
will open at a later date.  
Watch your A-State email for more info.**

Click Here to continue to view your application status.

[SAVE & CONTINUE](#)

## Application Status

You started your application for 2021-2022 Academic Year on 2/16/2021, and have not signed the contract.

### Booking Summary

**Room:** Pack 2304B-1

**Room Type:** Pack Place 2bed\2b

**Location:** Pack Place

**Floor:** Pack 2304 (2bed\2bath)

	Bed	First Name	Last Name	Check In Date	Check Out Date	Profile
	Pack 2304A-1	Mattison	Davis	8/21/2021	5/7/2022	<a href="#">View Profile</a>
	Pack 2304B-1	Casey	Gilbert	8/21/2021	5/7/2022	<a href="#">View Profile</a>

Once you click Save and Continue the application process will be complete.



**SAVE & CONTINUE**