Townhouse and Lehman Apartment Process 2016 – 2017

A $50 deposit is required to access the housing process via BearPaws.

Deposits can be paid with cash or check at the Office of Students, Raymond Hall 4th floor, Monday through Friday from 8:00 am to 4:30 pm, with a credit/debit card, ACH/electronic check online, or through their CASHNet eBill. The General Instructions list a very detailed step-by-step process to pay your deposit.

Selection in BearPAWS for either Townhouses or Lehman apartments will be available beginning February 5th at 11:59 am and run daily until February 16th at 11:59 am.

Once everyone in your group has paid their deposit, each student must log in to their own BearPAWS account, list the same size townhouse and list everyone in the group by using the student P#s. After everyone has done this, BearPAWS will give your group a “group average”. Each person in the group should then print out that page from their BearPAWS account that lists your group average.

There is now nothing further for your group to do. Please do not log back in and re-do preferences (unless you’ve changed your mind and don’t want to be part of the group). If students log back in, you run the risk of pulling your group out of the running for a townhouse or apartment. You can watch your group’s progress/standing by logging into BearPAWS and viewing the link “Suite/Apartment/Townhouse Summary”. This link displays completed groups in priority number from lowest to highest and is updated once daily at midnight.

TOWNHOUSES: There are 14 five-person units and 34 four-person units – all single occupancy. The successful groups will be those with the lowest group average. This means that those groups who have completed the necessary housing process in BearPAWS will have priority. Students living in the Townhouses this year (2015-2016) must re-apply for 2016-2017.

APARTMENTS: There are 13 four-person apartments in Lehman North, houses 1 & 2. The successful groups will be those with the lowest group average. This means that those groups who have completed the necessary housing process in BearPAWS will have priority. Students living in the Apartments this year (2015-2016) must re-apply for 2016-2017.

Points of interest relating to the Townhouse/Lehman Apartment process:

- You must have a complete group to be eligible to participate.
- Townhouses and apartments can be housed by groups of students of any biological sex, gender, etc.
- The Townhouse/apartment registration will be completely done on BearPAWS. The process will begin on February 5th at 11:59 am and end on February 16th at 11:59 am.
- Successful groups will be notified via e-mail to send one representative to select their Townhouse or apartment on February 18th.
- Students who were not successful in getting a Townhouse or apartment can participate in the balance of the housing process by going back into BearPaws and selecting another option.
- Students who have not fulfilled the residency requirement (i.e. Freshman and Sophomores) and choose to live in the townhouses or apartments, must have a meal plan.