**TO APPLY FOR SUMMER HOUSING AND DINING**

1. New Students, go first to **My Accounts** (https://info.mansfield.edu/myaccount/) to get your log in and passwords.
2. Log on to **My.Mansfield** (http://my.mansfield.edu) using your Campus Services ID (including @mansfield.edu) and password. Then select the link for **MyHousing**.
3. Select the “**Applications**” link at the top of the screen
4. Select “**Summer Housing and Dining Application**” from the drop down menu
5. Follow the computer prompts to complete the application:
	1. Read and electronically sign the Housing & Dining Agreement
	2. Complete your Personal Information (this is helps with roommate matching)
		1. Enter the name of a student you would like to live with, if you know. If not, leave it blank and we’ll find a roommate for you.
		2. Complete the preference questions
		3. Select the sessions(s) that you will be attending.
	3. Complete the Addresses/Emergency Contact information, then tap **Save This Contact**
	4. Tap **Continue** to submit the application

Assignment information will be sent to your Mansfield email account once your housing has been assigned. Your roommate’s name and email address, as well as move in dates and times, will be included in the email.

If you have any questions, please contact the Housing Office at housing@mansfield.edu