Renewals
Renewal

Who Can Participate In Renewals

Students who currently live in:
RIT Inn
Perkins Green and Riverknoll
University Commons suites

Students who have held their space in one of the locations listed above while on co-op or study abroad
Renewal Sign-Up Dates

**Step 1** October 30–November 2, 2018 complete Contract to Renew

Students who are currently assigned to Perkins Green, Riverknoll, University Commons, and the RIT Inn who want to return to the same assignment for the 2019–2020 academic year must sign up online at mylife.rit.edu.

**Step 2** complete Request a Roommate Process November 5–11

If there is a vacancy in your 2019–2020 RIT housing after the above process ends on November 2 and you want to request a roommate to fill that vacancy for 2019–2020 academic year, you must complete a Request a Roommate online between November 5–11.
Eligibility Requirement

Students must be eligible to sign up for housing
If you are graduating, you are not eligible to sign up

How and When to Sign Up

Go to the portal mylife.rit.edu | October 30–November 2 You will renew your space in your current housing as an individual by completing the 2019–2020 academic year housing contract. The housing contract you need to complete will not be available until 12:01 a.m. October 30, 2018.
Room Selection Renewal Tab

On the Room Selection Renewal page, you must click on the words Renew Room Space and then hit submit in order to renew your space.

Renewal Notification

When you have completed your renewal, you will receive an email notification verifying you have renewed your space for the 2019 – 2020 academic year.

Your application status in the portal will state Renewal when you have completed your renewal
Vacancy in Your Renewed Housing

If the Perkins Green, Riverknoll, University Commons suite, or the RIT Inn room that you renewed has a remaining vacancy at the close of renewals November 2, you will receive an email reminding you that you can request a roommate between November 5–11.
How to Request a Roommate

Request a Roommate
For students who renewed and want to fill vacancies.

Between November 3 – 5
If you renewed your current housing (step 1), you will receive an email notification if the apartment, suite, or room you renewed has any vacancies for the 2019 – 2020 academic year. You will have between November 5 – 11 to request a roommate.

November 5 – 11 A Student Who Renewed does this:
Go to mylife.rit.edu and return to your 2019 - 2020 academic year housing contract.
• Select Request a Roommate and fill in the name and RIT username of the student being requested.

The student who is the requested roommate does this:
• Go to mylife.rit.edu and complete a 2019 - 2020 academic year housing contract

Select Accept Roommate Requested and fill out the following
> RIT housing location
> Unit / apartment number
> Name and RIT username of the student who submitted the request
Room Selection Renewal Tab

Students who do not fill the vacancy(ies) in their apartments/suites by 11:59 p.m. on November 11, will no longer have the opportunity to request a roommate(s).

The vacancy will be entered into the available space pool for Housing Selection Room Selection process.
After Housing Selection

What happens when a vacancy occurs in a Perkins Green, Riverknoll or University Commons after Housing Selection:

If a vacancy occurs in an apartment, it is the responsibility of the resident(s) on contract to secure a new roommate to fill the vacancy. Residents have 7 days from the vacancy occurring to request a roommate.

Emails are sent to resident(s) if a vacancy occurs. Housing Operations has the right to assign a new resident to the vacancy if the residents on contract have not done so after 7 days.
Connect with us!

Come in to see our Housing Operations staff
Email us at housing@rit.edu
Call us at 475-2572
@RIThousing