



TEXAS TECH UNIVERSITY
University Student Housing™
Room Change Guide

Disclaimer

University Student Housing is launching a new housing signup system for Fall 2024.

If you experience any technical difficulties during your room change process, please contact housing@ttu.edu and we will work directly with you to meet your housing needs.

THANK YOU!



University Student Housing

Housing Sign Up Information ▾

Prospective Students ▾

Current Residents ▾

About Us ▾

WELCOME TO UNIVERSITY STUDENT HOUSING



Select Housing Sign-Up Information from the Main Page.

From the drop-down list please select "Sign-up for Housing".

You will then be directed to the main sign-up portal where you can select the Room Change option in the header.



University Student Housing

Housing Sign Up Information ✕

SIGN UP INFORMATION

Sign up for Housing

Contract Information

Off Campus Eligibility

Red Raider Express Pass

Residence Hall Selection Guide



Room Change

Contract Cancellation Request

Home

Housing Application

Home

Hi .Amanda .Reeves!

**SIGN UP
FOR HOUSING**




The term selector page will provide you a summary of your current room reservation by contract.

Select "Continue" to begin the room change process.

[Room Change](#) [Contract Cancellation Request](#) [Home](#) [Housing Application](#) [Log Out](#)

Term Selector

Please select a term below to start or continue with your application.

<p>Academic Year 2024–2025</p> <p>(8/15/2024 – 5/14/2025)</p> <p>You started your application for Academic Year 2024–2025 on 11/20/2023, have a room reservation for Gates 404a, and have signed the contract as of 11/21/2023.</p> <p>You have not paid the deposit and have not paid the application fee.</p> <p>Your application is complete as of 11/21/2023.</p>	 Continue
<p>Spring Only 2024</p> <p>(1/7/2024 – 5/8/2024)</p>	Apply

First, click on the hall you'd like to secure a space in. You will then be directed to the next page to select your specific room.

Note: You will only see halls that are currently available to you. If a hall does not appear here, you are either ineligible to select a room in that hall or there is no longer any availability in that hall.

New Hall Selection

Make a selection of a new hall from the options provided. You can then review the room options to select from.

Academic Year 2024–2025

<div>Clement Hall</div> <div>Clement Hall</div> <div>Select</div>	<div>Gates Hall</div> <div>Gates Hall</div> <div>Select</div>	<div>Gordon Hall</div> <div>Gordon Hall</div> <div>Select</div>
<div>Horn Hall</div> <div>Horn Hall</div> <div>Select</div>	<div>Hulen Hall</div> <div>Hulen Hall</div> <div>Select</div>	<div>Knapp Hall</div> <div>Knapp Hall</div> <div>Select</div>
<div>Murray Hall</div> <div>Murray Hall</div> <div>Select</div>	<div>Stangel Hall</div> <div>Stangel Hall</div> <div>Select</div>	<div>Talkington Hall</div> <div>Talkington Hall</div> <div>Select</div>

Next, you will view available rooms. If you would like to see other hall or floor options, you can select the hall/floor filter boxes under "Room List".

To secure your new space, select "Add to Cart".

Please note: The "Calculate Total" function is unavailable at this time. Approved housing rates will be posted on the housing website at a later date.

Room List

Locations













- ☐ Clement Hall
- ☐ Gates Hall
- ☒ Gordon Hall
- ☐ Horn Hall
- ☐ Hulen Hall

Floors

- ☐ Gordon 109
- ☐ Gordon 115
- ☐ Gordon 118
- ☐ Gordon 119
- ☐ Gordon 201

Make a selection of a new hall from the options provided. You can then review the room options to select from.

Academic Year 2024-2025

 Gordon 109B 4  Gordon 109 Gordon Hall Studio Show Room Info Add To Cart	 Gordon 115B 4  Gordon 115 Gordon Hall Studio Show Room Info Add To Cart	 Gordon 118A 4  Gordon 118 Gordon Hall Studio Show Room Info Add To Cart
 Gordon 119 4  Gordon 119 Calculate Total	 Gordon 201B 4  Gordon 201 Calculate Total	 Gordon 202A 4  Gordon 202 Calculate Total

If you selected a traditional hall, you will be directed to this page to select a bed space.

Using the drop-down option, select your bed space (based on availability) and then select "Assign Beds" to continue.

Please note, you will have 15 minutes to complete your bed selection.

The screenshot displays a web application interface for assigning beds. At the top, a red navigation bar contains links: a hamburger menu icon, [Room Change](#), [Contract Cancellation Request](#), [Home](#), [Housing Application](#), a shopping cart icon, the time **09:32**, and a [Log Out](#) link. A large red arrow points to the [Log Out](#) link.

Below the navigation bar, a progress indicator shows two steps: **Room Change** (marked with a red checkmark in a circle) and **Confirmation** (marked with a grey circle). A horizontal line connects these two steps.

The main content area is titled **Assign Beds** and **My Room**. On the left, there is a large icon of a bed. A red arrow points to a red button labeled **Assign Beds** located at the bottom left of this icon.

On the right, a form contains the following information: **Age: 26**, **Gender: Female**, and a dropdown menu currently displaying **Gordon 107Ba**. A red arrow points to the dropdown menu.

The confirmation page allows you to lock in your new room/bed selection by selecting "Save & Continue".

This will stop your 15-minute clock.

Note: Once you select "Save & Continue" your old space will be released for other students to select, so be sure to double check your "New Room" selection before you select "Save & Continue"

Confirmation

Please review your booking below and confirm your updated booking.

By clicking "Save and Continue" you will be **RELEASING** your old assignment listed under Current Room and securing your new selected space listed under New Room.

Current Room

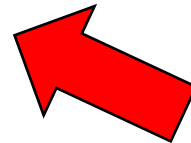
- Name:
- Location: Gordon Hall
- Floor: Gordon 201
- Bed Assignment: Gordon 201Ab
- Contract Start Date: 8/15/2024

New Room

Gordon 118A, Gordon 118, Gordon Hall

1. Gordon 118Ab:

Save & Continue



The confirmation
page confirms
your NEW room
information.

Room Change

Confirmation



Confirmation

Booking Summary

Room: Gordon 105Ab

Room Type: Shared Studio

Location: Gordon Hall

Floor: Gordon 1st Floor

If you change your assignment to a hall style that requires a \$250 additional deposit, you will be made aware on your portal home screen.

Select Sign-Up for Housing and you will be directed back to the deposit page.

To secure your new space, the \$250 additional deposit must be made timely. Do not delay!

Home

Hi .Amanda .Reeves!



Additional Deposit Required

For your selected room, an additional deposit is required which has not yet been paid. Please click on the housing application button and finish the making the payment.



You will be immediately directed to the Additional Deposit page when you log back in.

Follow each screen to complete your additional deposit payment.

- ✓ Room Selection
- ✓ Dining Plan Selection
- University Student
- ✓ Housing and Hospitality Services Contract
- Additional Deposit Missing
- ✓ Room Selection
- ✓ Dining Plan Selection
- University Student
- ✓ Housing and Hospitality Services Contract
- ✓ Additional Deposit Missing
- Deposit Information
- Required Payments
- ✓ Room Selection
- ✓ Dining Plan Selection
- University Student
- ✓ Housing and Hospitality Services Contract
- ✓ Additional Deposit Missing
- ✓ Deposit Information
- Required Payments
- Complete Payment
- Shopping Cart Receipt
- ✓ Application Confirmation

Additional Deposit Missing

An additional deposit will be required based off of your room selection.

Please click save and continue to agree

Save & Continue

Deposit Information

To progress in the housing sign up process, you are required to make a deposit. The refundable deposit held until you no longer live on campus at Texas Tech University. Further information about the refundable deposit is included in the Contract.

Because you selected a room in an Apartment, Pod, or Suite building, an additional deposite is also added to your total amount due.

If you are unable to make payment, please contact us to discuss alternative payment arrangements.

Save & Continue

Required Payments

Item Description	Total Amount (\$)
Deposit Fee	\$250.00
Total:	\$250.00

Additional Deposit Notification

*An Additional Deposit of \$250 is required for a housing room reservation in a suite/apartment/pod style space in Carpenter/Wells, Gordon, Honors, Murray, Talkington, and West Village.

Pay Now

You can log back into your portal at any time and select the Application Confirmation page to view your room, dining plan, and roommate(s) information.

- ✓ Dining Plan Selection
- University Student
- ✓ Housing and Hospitality Services Contract
- Deposit Information (No Deposit Required)
- ✓ Application Confirmation

Application Confirmation

Congratulations! You have completed your University Student Housing and Hospitality Services application.

You started your application for Academic Year 2024-2025 on 11/20/2023, have a room reservation for **Gordon 107Ba**, and have signed the contract as of 11/21/2023.

You have completed the contract as of 11/21/2023.

Currently, the function for requesting a change in room or hall is not available. To request assistance with such a change, kindly reach out to our office through email at housing@ttu.edu.

If you do not have any roommate information below, you do not currently have a roommate. Check back later!

Booking Summary

Room: Gordon 107Ba

Room Type: Shared Studio

Location: Gordon Hall

Floor: Gordon 1st Floor

Bed	Preferred Name	Last Name	Contact
Gordon 107Ba	Amanda	.Reeves	Send Message
Gordon 107Bb			

Congratulations!
You're All Done!



TEXAS TECH UNIVERSITY

University Student Housing™

Follow Up

If you have feedback or questions regarding the housing signup process, please do not hesitate to reach out to our staff. We are available Monday-Friday from 8am-5pm to assist you.

Housing@ttu.edu | (806) 742-2661