It's room selection time... so don't leave your roommate in the dust... logging off solar and waiting is a must...

Use this to help you

If A Proxy (Group Leader) Extends A Roommate / Suitemate Offer To Another Student(s), They Must Log Off Of Solar And Wait For The Preferred Roommate / Suitemate To Accept The Offer Before Logging Back On And Continuing.

ROOM SELECTION PROXY PROCESS STEPS:

1. 
   - Leader logs into Room Selection extends offer(s) to each person who is going to be in the group.

2. 
   - These students have nothing further to do in Room Selection except making sure the proxy follows through and select a space for the group.

3. 
   - I Accept and now I'll log off

4. 
   - Proxy logs back in and receives appointment date/time.
   - Proxy logs in at that appointment date/time to select a space for all who accepted the offer.
   - Proxy needs to make sure not to select a space until all of the preferred roommates and suitemates have accepted the proxy's offer.

For more information contact: Reside@notes.cc.sunysb.edu or call 631-632-6750
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